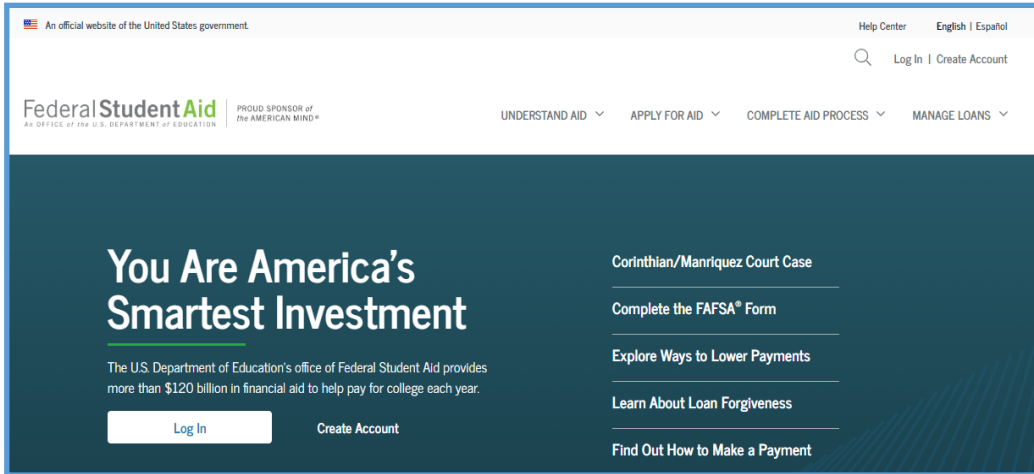


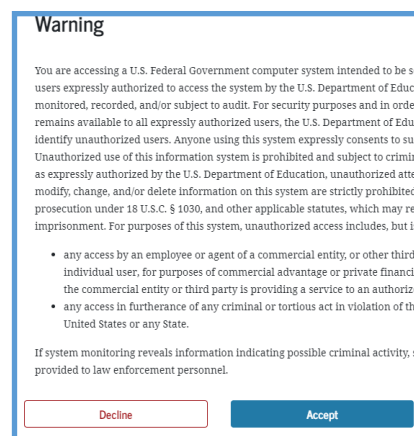
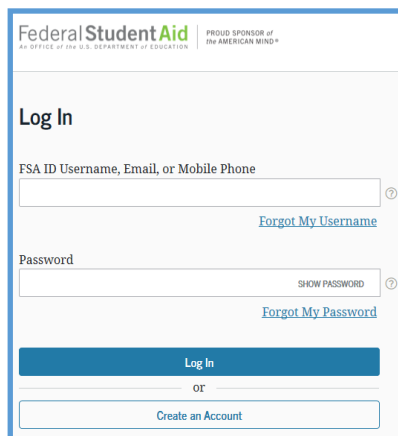


# Completing Your Master Promissory Note (MPN)

To begin, go to the U.S. Department of Education's federal aid site, [www.studentaid.gov](http://www.studentaid.gov).

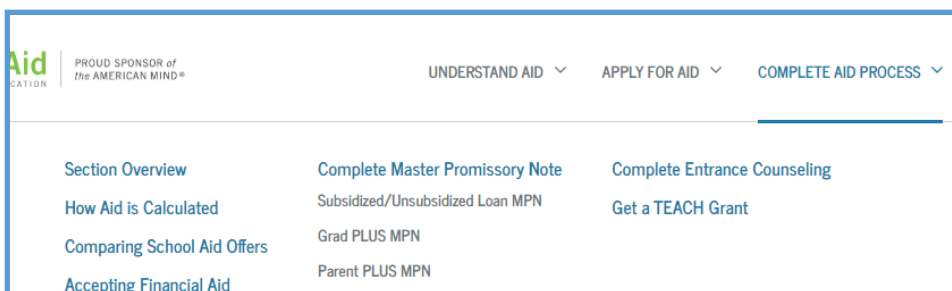


Log into the site using your FSA ID and password that you used to file your FAFSA. Read the warning and accept the terms of the site.



On the “Complete and Process” menu, go to the middle column “Complete Master Promissory Note” and select the correct loan type.

- Student borrowers select Subsidized/Unsubsidized Loan MPN
- Parents select Parent PLUS MPN



Click on the “START” button below “Complete a Master Promissory Note.”

MASTER PROMISSORY NOTE (MPN)

Subsidized/Unsubsidized Master Promissory Note (MPN)

**What is a Subsidized/Unsubsidized MPN?**

The Subsidized/Unsubsidized Master Promissory Note (MPN) is a legal document in which you promise to repay your federal student loan(s) and any accrued interest and fees to your lender or loan holder. There is one MPN for Direct Subsidized/Unsubsidized Loans and a different MPN for Direct PLUS Loans. Most schools are authorized to make multiple federal student loans under one MPN for up to 10 years.

**Complete a Master Promissory Note**

**START**

[Preview a read-only version of the Subsidized/Unsubsidized MPN](#)

**Who should complete this?**

- Eligible undergraduate students
- Eligible graduate/professional students requesting unsubsidized loans

**How long will it take?**

The entire MPN process must be completed in a single session. Most people complete the MPN in less than 30 minutes.

School Information

Select School to Notify

U.S. Schools/US Territory Schools

Non U.S. Schools

Choose a state:

- Select -

Search school by name:

Select or type

**✓ The school you selected is participating in the electronic Master Promissory Note (MPN) process.**

School Name:  
NOTRE DAME COLLEGE OF OHIO

School Code/Branch:  
003085

School Address:  
4545 COLLEGE ROAD  
SOUTH EUCLID, OH 441214293

[Remove this school](#)

You will be required to provide borrower information (name, address, contact information). Be sure to select Notre Dame College as your school.

You will be required to supply two (2) references. These are used as points of contact in the event the Department of Education has trouble contacting you.

*Note: References cannot have the same address or phone number as each other, must be US Citizens, and must be known to you for at least 3 years.*

Make sure to review all sections of the MPN. Remember, this is your legal agreement to repay your federal loans. Complete the “Sign & Submit” section and click on the “SIGN & SUBMIT” button.

**Sign & Submit**

I have reviewed the information about me on the Master Promissory Note and acknowledge that it is true and correct. I have read, understand, and agree to the terms and conditions of the MPN, including the Borrower Request, Certifications, Authorizations, and Understandings and the accompanying Borrower's Rights and Responsibilities Statement. I agree to repay in full all loans made under this MPN according to the terms and conditions of the MPN. (Your response will be recorded and made part of your completed MPN.)

First Name:  \*

Middle Initial:

Last Name:  \*

*The time and date of your signature will be recorded and be made part of your completed MPN.*

QUESTIONS?????

Contact the Financial Aid Office at 216.373.5213 or [finaid@ndc.edu](mailto:finaid@ndc.edu).