



MASTER PROMISSORY NOTE (MPN) WEB INSTRUCTIONS FOR PLUS AND STAFFORD LOANS

Part of your financial aid package includes Federal Stafford Loan dollars. In order to receive funding from this program, a separate application is required. Below are instructions for completing your online Master Promissory Note (MPN).

To Begin

- Go to the Doane Web site at www.easiapp.org/doane

For Student Loans:

- Complete the Stafford MPN by following the link within "*Click here to begin the loan counseling/application process.*"
- Once you have completed the required Entrance Counseling, choose **Exit** and your browser will open a new window. When you choose a lender, you will complete and E-sign your MPN based on the lender's instructions.

For Parent Loans:

Before completing the PLUS application, call (877) 804-3603 for credit approval. If approved, continue with the following instructions:

- Select Step #1 under Parents "**Complete PLUS MPN**"
- Your browser will open a new window when you choose a lender. You will complete and E-sign your MPN based on your lender's instructions.

If you have any questions regarding your Federal Stafford Loan or loan entrance counseling, please stop by or contact the Financial Aid Office at (402) 826-8260. Office hours are Monday through Friday, 8:30 a.m. to 4:00 p.m.