



Federal Direct Graduate PLUS Loan Increase Request 2025-2026

Student Name: _____ MBU ID: _____

Student Address: _____
Street City State Zip

For information regarding Federal Direct Graduate PLUS Loans, please visit: <https://studentaid.gov/understand-aid/types/loans/plus/grad>

Instructions: If you were approved for a Graduate PLUS loan at studentaid.gov within the last 180 days and need to increase your loan, you will need to send us this form so we can originate the loan amount you request. If you were unable to complete the application online, this form can be used to determine your eligibility and increase your loan amount if approved. Review and complete each section below.

Step 1: Check one option below.

- ☐ I applied for the Graduate PLUS Loan online at studentaid.gov with my FSA ID within the last 180 days and was approved. By completing and signing this form, I am confirming the loan amount I wish to borrow.
- ☐ I am unable to apply for the Graduate PLUS Loan online and would like the MBU Financial Aid Office to submit an application for me. **By signing this form, I authorize the Department of Education to complete a credit check using the information listed above to determine my eligibility for the Federal Direct Graduate PLUS Loan.**

Step 2: If approved, confirm the total loan amount increase requested for the 2025-26 academic year (fall/spring/summer).

Total Increase Amount*: \$ _____

*Loan amount requested will be subject to up to a 4.5% origination fee. If you need to borrow to cover those fees, divide the amount needed for the student account for the **entire year** by 0.955 in order to receive the needed funds each semester to cover the account. If you have any questions, please call us at 1-540-887-7022, e-mail us at finaid@marybaldwin.edu, or see us in person in the Administration Building on the Ground Floor.

The loan amount you enter above is an increase over the original amount you requested. If this loan is for more than one semester, please indicate how you would like it to be divided over the remaining semesters in this academic year.

Fall 2025 _____ Spring 2026 _____ Summer 2026 _____

For a Graduate PLUS loan increase, you do not need to complete a new Master Promissory Note (MPN).

Step 3: By signing this form, you are authorizing the MBU Financial Aid Office to process a Graduate PLUS Loan based upon your completion of steps 1 and 2.

Student Signature (Required): _____ Date: _____

Return this form to us:

by mail to: Mary Baldwin University Office of Financial Aid Staunton, VA 24401	by fax to: 540-887- 7229	by email to: Finaid@maryba ldwin.edu	in person to: Administration Building Ground Floor	through the Document Portal: located on the financialaid.marybaldwin.edu homepage
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