

Parent Loan Request Form 2009 – 2010

Federal Direct Loans for Parents of Dependent
Undergraduate Students (PLUS)

Humboldt State University
Financial Aid Office
Arcata, Ca 95521-8299
Phone: 707-826-4321
Toll Free: 866-255-1390
FAX: 707-826-5360
www.humboldt.edu/~finaid

PRINT STUDENT NAME _____

HSU ID NUMBER _____

In addition to the aid your student has been offered, you may qualify for a William D. Ford Federal Direct Parent Loan for Undergraduate Students (PLUS). You may borrow up to your student's Cost of Attendance minus any aid your student is receiving. Refer to the Financial Aid Award Notification to determine eligibility. For more information about this loan, refer to the Financial Aid Award Guide on our website listed above. The parent borrower must complete and return this form to apply for a PLUS loan. Please complete with information from only one parent.

Leave no Blank spaces.

Parent's Last Name	First Name	MI	Parent's Social Security #	
Street Address	City	State	Zip	
Date of Birth: _____ mo/day/year	Phone Number (_____) _____			
Relationship to student: (circle one)	father	stepfather	mother	stepmother
Citizenship Status (check one):				
<input type="checkbox"/> U.S. Citizen	If eligible noncitizen, note alien reg #A _____ If you indicated you are an eligible noncitizen, you must attach a copy of your permanent resident card (both sides).			
<input type="checkbox"/> Permanent Resident / elig noncitizen				
<input type="checkbox"/> Neither of the above				
Driver's license #: _____	State _____	Email: _____		
Are you currently in default on a federal educational loan, or do you owe a refund on a federal student grant?				
<input type="checkbox"/> Yes	<input type="checkbox"/> No			
PLUS LOAN ATTENDANCE PERIOD:				
<input type="checkbox"/> Full academic year 2009-2010	<input type="checkbox"/> Fall 2009 only	<input type="checkbox"/> Spring 2010 only		
\$ _____	PLUS AMOUNT REQUESTED			
You must indicate a dollar amount. The amount requested cannot exceed the financial aid budget less any other financial aid received.				
Parent's Signature _____	Date: _____			
Student's Signature _____	Date: _____			

For Financial Aid Office use only:

Cost (incl loan fees) \$ _____

Loan # (circle one)

EFC \$ _____ n/a

Amt Certified: \$ _____

01, 02, 03, 04, 05

FA & Res \$ _____

Dif \$ _____

Parent EMPLID: _____

Admit level _____

Processor's Initials: _____ Date: _____

See instructions on reverse.

Applying for a Federal Direct PLUS Loan at Humboldt --- 2009-2010

Parent/Student Eligibility for PLUS:

To be eligible to borrow under the Direct PLUS program, the parent as well as the dependent student must meet each of following:

- Be a U.S. citizen/ national, permanent resident, or an eligible noncitizen.
- Not be in default on any federal educational loan or owe a refund on any state or federal education grant or loan.

In addition, the dependent student must meet each of the following:

- Be officially admitted to the University and enrolled at least half-time (6 units) in a degree or certificate program.
- Be making satisfactory academic progress.
- Have completed and confirmed U.S. Selective Service registration requirements. *
- Have confirmed citizenship and residency requirements. *

* Please note that these items are normally confirmed through data matches when the student files a Free Application for Federal Student Aid (FAFSA).

Credit Analysis Requirement

Parent borrowers are subject to a credit evaluation based on criteria established in federal regulations. Borrowers with an adverse credit history will not be eligible for a PLUS loan. If your PLUS loan is denied, contact the Direct Loan Program at (800)557-7394 for further information and options.

Steps in Applying for a Direct PLUS Loan:

1. Complete the Parent Loan Request Form on the other side of this page and submit it to the HSU Financial Aid Office. **You must be sure to complete the entire form.** Write in the amount of loan you wish to request. The maximum allowed is the financial aid budget, minus any expected financial aid. You and your student must sign the request.

2. If you have questions on the Loan Request Form call our office at (707) 826-4321, or our toll free number (866) 255-1390, or stop by our office in the Student & Business Services Building, Room 241.

3. You can complete a Master Promissory Note online with a federal PIN. <https://dlenote.ed.gov>. If you are unable to complete the online promissory note you must contact the Financial Aid Office to request a paper promissory note.

4. The Financial Aid Office forwards the loan information electronically to the Direct Loan Origination Center. The Direct Loan Origination Center reviews the record to ensure that there is no previous default, and that the parent is credit-worthy. When the loan is approved, the servicer sends a loan authorization notice, electronically, back to HSU. You will receive a welcome packet with important information from the Direct Loan program.

5. Once the authorization has been confirmed and the promissory note accepted, HSU has permission to credit the loan proceeds to the student account and any mandatory fees due to the University will be paid. Any excess funds will be made payable to the parent and mailed after the approval of the loan by the Direct Loan Origination Center. Full year loans require two equal payments at the beginning of each semester. One-semester loans have one payment only.

Consumer Information Available

You have the right to request information from the school regarding academic programs, faculty and facilities, job placement, tuition and refund policies, athletic disclosures, campus security and drug and alcohol policy, to name a few. Information disclosure required by the Higher Education Act of 1965 and Higher Education Amendments of 1998, the

Family Education Rights and Privacy Act (FERPA), the Student Right to Know and Campus Security Act of 1990 and the Equity in Athletics Disclosure Act of 1995 is listed with Consumer Information on the Financial Aid Office website:

www.humboldt.edu/~finaid/

Go to "Parents," then "Consumer Information." You may also request a copy of this list from our office. The HSU Catalog, including the web version, will answer many questions about Humboldt, as will the Humboldt home website: <http://www.humboldt.edu/>

For information about the availability of financial aid, application procedures, eligibility criteria and student rights and responsibilities, please refer to the Financial Aid Facts and Award Guide available on our website:

www.humboldt.edu/~finaid/

Refunds to Title IV aid recipients will be returned to the aid programs first, as required by federal regulation, in the following order: To outstanding balances on federal loan programs, e.g. Federal Direct and Federal Perkins Loans; to Federal Pell Grant awards; to Federal SEOG awards; to other Title IV student assistance; to State financial aid and outstanding HSU debts; to the student. Further information is available at HSU's Student Financial Services. If a student completely withdraws from school, they may be expected to repay a portion of financial aid. Repayment of part of the financial aid does not release the student from the satisfactory academic progress requirement.

Enrollment in a program of study abroad, when approved for credit by the home institution, **may** be considered enrollment in the home institution for purposes of applying for federal student financial assistance. *If your student will be participating in an off-campus program, be sure he or she checks with our off-campus coordinator to sign the necessary papers to disburse and mail aid.*

Students classified as non-residents may be eligible for grant aid from their "home" state.



HUMBOLDT STATE UNIVERSITY

Financial Aid Office

Student Name (print): _____ HSU ID #: _____

PARENT AUTHORIZATION

Financial Aid funds, including Direct PLUS Loans, when finalized and ready to pay, are disbursed by crediting your student's account (*exceptions are Federal Work Study, non-HSU loans and certain non-HSU scholarships*). Current academic year charges for fees and on-campus room and board will automatically be paid by financial aid if all disbursement requirements have been met.

Other current year charges which the student has incurred at HSU for educationally related activities, such as library fines, course fees, ***past due*** Short Term Loan obligations and prior year charges of less than \$200 may be withheld only *with your authorization by your signature below*. This authorization will remain in effect as long as the student is enrolled at Humboldt. You may cancel this authorization by notifying us in writing.

Any remaining amount will be disbursed to you as a "refund" check, mailed by Student Financial Services to your address.

Debts and charges of \$200 or more remaining on a student's account from a prior year will stop disbursement and no financial aid will be available.

Signature and Social Security Number Required for Authorization

I authorize Humboldt State University to withhold from my Federal Direct PLUS Loan funds current institutional charges for educationally related activities and prior year charges of less than \$200 (see the explanation above). This authorization remains in effect for future disbursements as long as my student is enrolled, unless cancelled.

Parent Signature: _____ Date: _____

Print Name: _____ Parent SSN: _____

If you choose not to sign the above, your PLUS funds cannot be disbursed automatically. You will need to arrange to have all current and prior charges paid in full on your student's account in advance of disbursement, ***and you will need to arrange MANUAL disbursement with the Financial Aid Office.*** Manual disbursement will delay your receipt of funds. At the beginning of the academic year, the delay could be several weeks. If you have any questions about this authorization, contact the Financial Aid Office.

Return to:

Financial Aid Office ▪ Humboldt State University ▪ 1 Harpst Street ▪ Arcata, CA 95521
Phone: (707) 826-4321 ▪ Toll free: (866) 255-1390 ▪ FAX: (707) 826-5360
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