

## Summer Federal Direct PLUS Loan Request Form

(Parents of Dependent Students Only)

Please review the important information about the Federal Direct PLUS Loan on the next page. Complete, sign, and submit this form to the J. Sargeant Reynolds Community College Office of Financial Aid as soon as possible. Incomplete submissions, including missing loan amount and signature, will delay loan processing.

**Student's Name**

Last	First	MI
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**Emplid**

**Parent Borrower's Name**

Last	First	MI
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**Social Security Number**

**Parent Borrower's Mailing Address**

Street	City	State	Zip Code
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**Parent Borrower's Telephone Number**

**Parent Borrower's Driver's License State and Number**

**Parent Borrower's Date of Birth**

		-			-		
(Month)			(Date)			(Year)	

**1. Enter the amount you would like to request to borrow in the Federal Direct PLUS loan program. Please fill in the year for which you are requesting funds.**

Summer \_\_\_\_\_

\$ \_\_\_\_\_

**2. Are you (the parent borrower) a U.S. citizen?**  Yes  No (If "No," provide your alien registration number )  
\_\_\_\_\_

**3. Are you (the parent borrower) currently in default on a federal education loan, or do you owe a refund on a federal student grant?**  Yes  No

**4. If there is a refund resulting from the PLUS loan, would you like the proceeds to go to the student?** (If "no", a check will be mailed to you at the address listed on this application.)  Yes  No

**5. Certifications and authorization statements.**

- A. I certify that the information on this form is complete and correct to the best of my knowledge and I will notify the JSRCC Office of Financial Aid within 10 days of any information change.
- B. I consent to the U.S. Department of Education and its agents obtaining a report of my credit and using the information from that report in determining whether to make a PLUS loan to me. I understand that I will be notified in writing of the result of the credit check with respect to my PLUS loan request.
- C. I understand that the PLUS loan funds will be used to pay my son/daughter's tuition and fee charges (and bookstore charges, if applicable).
- D. If I am approved for and receive PLUS loan funds, I agree to repay the loan according to the terms of the PLUS promissory note, and I accept all of its terms and conditions.
- E. I understand that I have the right to refuse or reduce the amount of any Federal Direct PLUS Loan that I have requested even if I have signed the loan promissory note. I understand that if I wish to refuse or reduce the amount of the loan, I must do so within 14 days of the date the loan is disbursed to my son/daughter's student account.

\_\_\_\_\_  
**Parent Borrower's Signature**

\_\_\_\_\_  
**Date**

**Please Note: The student must remain enrolled and attending in at least 6 credit hours at the time of disbursement in order to receive loan funds.**

## General Federal Direct PLUS Loan Information

- The yearly limit on a PLUS loan is equal to the student's cost of education minus any other financial aid the student receives.
- An origination fee of up to 4 percent of the principal will be deducted at the time of disbursement of loan funds
- The first payment is due 45 to 60 days after the final loan disbursement for the academic year.
- The interest rate is a fixed interest rate of 7.9 percent. Interest is charged on the loan from the date that the first disbursement is made until the loan is paid in full.
- The borrower may request cancellation of the loan at any time during the academic year by putting your request in writing and submitting it to the JSRCC Office of Financial Aid.

## Federal Direct PLUS Loan Process

**Step 1:** Completing this form gives JSRCC the authority to have a credit check performed on the parent borrower by the U.S. Department of Education. The parent borrower **must complete** the Electronic Master Promissory note at the secure Department of Education site at [www.studentloans.gov](http://www.studentloans.gov). Once you access this website, select the option for "Complete New MPN for Parent PLUS Loans" at the bottom of the page.

**Step 2:** The parent will be notified by the U.S. Department of Education of acceptance or denial of the PLUS loan request.

**Step 3:** If the PLUS loan is denied, the servicer will provide instructions concerning an endorser. If a PLUS loan is denied and the parent does not wish to seek an endorser, the student becomes eligible for an additional Federal Direct Unsubsidized Loan. Freshman and sophomores are eligible for an additional unsubsidized loan up to \$4000 depending on the student's cost of attendance.

## Privacy Act Disclosure Notice

The Privacy Act of 1974 (5 U.S.C. 552a) requires that the following notice be provided to you. The authority for collecting the information requested on this form is §451 et. seq. of the Higher Education Act of 1965, as amended. Your disclosure of this information is voluntary. However, if you do not provide this information, you cannot be considered for a Federal PLUS loan. The information on this form will be used to determine your eligibility for a Federal PLUS loan. The information in your file may be disclosed to third parties as authorized under routine uses in the Privacy Act notices called "Title IV Program Files" (originally published on April 12, 1994, Federal Register, Vol. 59 p. 17351) and "National Student Loan Data System" (originally published on Dec. 20, 1994, Federal Register, Vol. 59 p. 65532). Thus, this information may be disclosed to federal and state agencies, private parties such as relatives, present and former employers and creditors, and contractors of the Department of Education for purposes of administration of the student financial assistance program for enforcement purposes, for litigations where such disclosure is compatible with the purposes for which the records were collected, for use by federal, state, local or foreign agencies purposes in connection with employment matters or the issuance of a license, grant or other benefit, for use in any employee grievance or discipline proceeding in which the Federal Government is a party, for use in connection with audits or other investigations, for research purposes, for purposes of determining whether particular records are required to be disclosed under the Freedom of Information Act, and to a member of Congress in response to an inquiry from the congressional office made at your written request.

Because we request your Social Security number (SSN), we must inform you that we collect your SSN on a voluntary basis, but section 484(a)(4) of the HEA (20 U.S.C. 1091 (a)(4)) provides that, in order to receive any grant, loan, or work assistance under Title IV of the HEA, a student must provide his or her SSN. Your SSN is used to verify your identity and as an account number (identifier) throughout the life of your loan(s) so that data may be recorded accurately.

**Submit this form to any Campus Success Center or mail to J. Sargeant Reynolds Community College, Central Financial Aid Office, P.O. Box 85622, Richmond, VA, 23285-5622**



Central Financial Aid Office  
Post Office Box 85622  
Richmond, VA 23285-5622