

2009-2010 Federal Direct PLUS Loan Information & Request Form

The Federal Direct Parent Loan for Students (PLUS) is a low-interest loan available to parents of dependent undergraduate students. These loans are not subsidized by the Federal Government therefore; repayment begins 60 days after the full amount that you've borrowed for the academic year has been disbursed.

I. Application Process

- If the student has not already done so, they must complete a Free Application for Federal Student Aid (FAFSA) for 2009-2010 at www.fafsa.ed.gov/. The full name and address of California State University, Northridge must be listed in Step 6 (our school code is 001153).
- If the parent-borrower is an eligible non-citizen, they must submit a clear copy of both sides of his/her immigration document to the Financial Aid & Scholarship Department along with the 2009-2010 Federal Direct PLUS Loan Information & Request Form.
- Once we have electronically received the FAFSA, additional documents may be required. If so, submit the necessary information to the Financial Aid & Scholarship Department.
- The parent-borrower must complete an electronic Master Promissory Note (MPN) online at <https://dlenote.ed.gov/empn/index.jsp>. Once you get to the Direct Loans Master Promissory Note website, click on the "Complete New MPN for Parent PLUS Loans" link at the bottom of the page.
- Submit the Federal Direct Parent Loan for Students (PLUS) Request form to the Financial Aid & Scholarship Department. The Federal Direct PLUS loan will be electronically transmitted to the Department of Education. The award amount will be posted on the student's **myNorthridge Portal** at <http://www.csun.edu/>. If this form is submitted by August 1st and you do not receive notice by the end of September, please contact our office.
- After final approval, the Department of Education will transmit the PLUS funds electronically to the school. PLUS funds are applied towards any outstanding charges on student's account. Leftover funds in excess of charges will be mailed to the parent-borrower. Funds begin disbursing the Thursday prior to the start of each term and weekly thereafter.
- In the case of a PLUS loan denial, the Direct Loan Servicing Center will notify the parent borrower and explain why the credit history was denied. The Direct Loan Servicing center will also provide the name and address of the credit bureau that supplied the credit data. The parent-borrower has the following options:
 - a. Appeal the decision with the Direct Loan Servicing Center (1-800-848-0979)
 - b. Reapply for the loan with a co-signer
 - c. Student may contact the Financial Aid & Scholarship Department for additional student options

II. Deadlines

The loan application file must be complete by the following dates in order to be evaluated by the Financial Aid & Scholarship Department:

For 2009-2010 academic year loans:	File must be completed by May 7, 2010
For Fall 2009 loans:	File must be completed by December 11, 2009
For Spring 2010 loans:	File must be completed by May 7, 2010
For Summer 2010 loans	File must be completed by August 6, 2010

III. Loan Limits

Parents can borrow up to the cost of attendance, as determined by the Financial Aid & Scholarship Department for the enrolled period, minus any other aid received by the student.

IV. Enrollment Status and Unit Requirements

The student must be enrolled at least half-time (6 units) at the time the Direct PLUS Loan funds are disbursed to the student's account. Any undisbursed loan funds are cancelled if the student drops below half-time enrollment at **any** time during the loan period.

V. Refund Policy

If the student withdraws after loan funds are disbursed, the law requires that any institutional refund to the student be forwarded to the Federal Direct Loan Servicer (to be credited toward the loan principal).

Return to:

Financial Aid & Scholarship Department

18111 Nordhoff Street, Byramian Hall

Northridge, CA 91330-8307

Phone: (818) 677-4085

FAX: (818) 677-4665

www.csun.edu/finaid/

Name of Financial Aid Applicant (please print):

Last Name, First Name Middle

Student ID Number: _____

(Please list Student's Name and Student ID# above)

2009-2010

FEDERAL DIRECT PARENT LOANS FOR STUDENTS (PLUS) REQUEST FORM

Instructions:

Submit this completed form to the Financial Aid & Scholarship Department. Your eligibility cannot be determined until all required documents have been received and evaluated.

Required Documents:

- The Free Application for Federal Student Aid (FAFSA) must be on file with the Financial Aid & Scholarships Department.
- The Federal Direct Parent Loans for Students (PLUS) Request form with attached immigration document, if parent is an eligible non-citizen. Include the student's name and Student ID Number on every page submitted.

Parent Information	
Name (Last, First, MI)	Social Security Number
Address	Date of Birth
City/State/Zip Code	Daytime Phone Number
Driver's License State	Driver's License Number
U.S. Citizenship Status: <input type="checkbox"/> Citizen/National <input type="checkbox"/> Eligible Non-Citizen — Alien ID# _____	
If you indicated that the parent-borrower is an eligible non-citizen, please review the following information regarding acceptable documentation: <ul style="list-style-type: none"> You must submit two copies of both sides of the documentation (such as a Form I-151; Form I-551; Form I-94; a Certificate of Naturalization; a Certificate of Citizenship) either in person or by mail. Be sure that your photocopies are legible. If there is an expiration date on your document, the date must be 8/24/2009 or later to be valid for your 2009-2010 Plus Loan application. If there is no picture on your document <u>or</u> if the picture on your document was taken when you were 14 years old or younger, you must also provide a copy of a valid driver's license (or other valid photo identification). 	
If you are undocumented, you are not eligible for the Direct PLUS Loan. The student may check with the Financial Aid & Scholarship Department for information on available scholarships.	
(Check One): Has parent-borrower ever attended CSU, Northridge? Yes <input type="checkbox"/> No <input type="checkbox"/>	
(Student- Check One): Fall & Spring <input type="checkbox"/> Fall Only <input type="checkbox"/> Spring Only <input type="checkbox"/> Summer Only <input type="checkbox"/>	
Loan Amount Requested: \$ _____ (Office Use Only - Amount Certified: \$ _____)	

PARENT AUTHORIZATION AND CERTIFICATION
Must be signed by both the student and the parent borrower

I request the loan amount indicated on page 3 to pay my dependent student's educational expenses for his/her attendance at CSU, Northridge during the 2009-10 academic year. I understand that 1) I may be eligible for a lesser amount, 2) the loan will be disbursed in equal amounts for each term or payment period and 3) this request will be sent to the Federal Direct Loan Servicer.

The information on this form is true and complete to the best of my knowledge. By signing this form, I authorize CSU, Northridge to process a Federal Direct PLUS Loan.

I agree to report to the Financial Aid & Scholarship Department any change in the student's academic or California residency status and any additional resources received including, but not limited to, loans, scholarships, stipends, and grants from outside sources. I understand any changes may result in a reduction of awards and billing for financial aid received. If the student withdraws or drops classes, repayment may be required.

I understand the requirements for enrollment and Satisfactory Academic Progress as provided at <http://www.csun.edu/finaid/sap.html>. I understand a change in enrollment may result in reduction or cancellation of the PLUS Loan and any refund to which I am entitled will first be remitted to the Direct Loan Servicer.

I accept responsibility for repayment of any loans awarded to me. I understand that the student must be enrolled at least half-time to remain eligible for loan funds. I understand that loan recipients are required by law to complete an exit interview prior to graduation, withdrawal from all classes, interruption of study or if the student drops to less than half-time enrollment. The student's University records may be held if the student does not attend one.

I understand, if the student is a credential student, they must be enrolled in a post baccalaureate program that consists of the courses required by the state of California to receive professional certification or licensing credential necessary for employment as a teacher in an elementary or secondary school in California and does not lead to a graduate degree. The student must be pursuing an initial teacher certification or licensing credential and must be enrolled as at least a half-time student, which is six units for credential students.

I authorize the electronic transfer of my Direct PLUS funds, to be applied toward the registration fees FIRST and then other University charges including, but not limited to, on-campus housing, short-term loan repayments and past-due university obligations.

I understand that if the student does not receive sufficient financial aid to cover all charges, the student is responsible for paying any unpaid portion to University Cash Services before the Direct PLUS funds are released. I understand that the student's ability to enroll in classes and University services may be withheld if these charges are not paid.

I have read the attached information sheet. I am aware that this is a loan request and that the loan must be repaid according to the conditions of my promissory note.

I also certify that I will use any money I receive under the Title IV student financial aid programs only for educational expenses related to the student's attendance at California State University, Northridge.

I also certify that at the present time I do not owe a refund or repayment to any institution on any Title IV grant, that I am not currently in default on any Title IV loan and have not borrowed in excess of the Title IV loan limits, at any institution.

Please Sign Here	Parent's Signature: _____	Date: _____
	Student's Signature: _____	Date: _____