

2024/2025 PARENT PLUS LOAN REQUEST FORM

Deadline dates:

Fall 2024-November 22, 2024; Spring 2025-April 28, 2025; Summer 2025-July 18, 2025

Student ID _____ Student Name _____

Phone # _(_____) _____ Email _____@student.ccs.edu

(Your student assigned email account is the only email to which we will correspond.)

BORROWER (PARENT) INFORMATION

(REQUIRED FOR THE SUBMISSION OF FUNDS REQUEST WITH THE US DEPARTMENT OF EDUCATION.)

Last: _____ First: _____ M.I. _____

Social Security Number: _____ - _____ - _____
(mm/dd/yyyy)

Date of Birth: ____/____/____

Mailing Address: _____

City, State, Zip Code

Phone Number: _(_____) _____ Email: _____@ _____
(If necessary, we will contact you through this phone number and/or email address.)

Are you a US Citizen? Yes No If no, provide your Alien Registration Number # _____

Are you currently in default of any Federal loans? Yes No

REQUESTED AMOUNT (SELECT ONE ONLY):

(The amount requested will differ from the amount received by approximately \$42 per \$1000 due to the government assessed loan fee.)

2 SEMESTERS: 1 disbursement at 50% of the requested amount each semester.

1 SEMESTER: 2 disbursements of relatively equal value within the same semester up to 6-weeks apart.

Fall 2024 - Spring 2025 \$ _____ .00

Fall 2024 \$ _____ .00

Spring 2024 - Summer 2025 \$ _____ .00

Spring 2025 \$ _____ .00

Summer 2025 \$ _____ .00

My signature below authorizes PPSC to certify this loan request and signifies acknowledgement and acceptance of the following:

- ❖ I understand that my student must have a completed financial aid application (FAFSA) for the current year (<https://studentaid.gov/>).
- ❖ I understand that in addition to this form, I must complete a Master Promissory Note at <https://studentaid.gov/> and that the US Department of Education and its agents will obtain a report of my credit record to determine my approval of a Direct Parent PLUS loan.
- ❖ I understand that my student must meet all eligibility requirements to receive a Parent PLUS Loan, including but not limited to:
 - Attendance in a minimum of six eligible credit hours each semester that the loan is requested and maintain financial aid eligibility as outlined in the [PPSC Financial Aid Handbook](#) .
 - I understand that these funds will **first** apply to the unpaid balance on my student’s account before refunds are released.
- ❖ **I understand that PLUS LOAN refunds may be issued directly to me rather than my student. I must submit page 2 of this form and a W-9 to the PPSC Financial Aid Office prior to the disbursement of funds.**
- ❖ I understand that this loan may be reduced if, at any time during the financial aid year, my student receives additional types of aid (grants, scholarships, etc.) **The combined total of all aid received cannot exceed my student’s Cost of Attendance at PPSC.**
- ❖ I understand that a single semester loan may yield a lesser amount than requested due to a lower Cost of Attendance/federal guidelines.
- ❖ **Requests received AFTER THE DEADLINE may not be processed** (dates at top of form)

Parent Signature _____ Date _____

(Please sign, not type, your signature prior to submitting this request to the Financial Aid Office)

Submit Page 2 only if PLUS loan refunds are to go to the parent and not the student.

2024/2025 PARENT PLUS REFUND REQUEST

Deadline dates:

Fall 2024-November 22, 2024; Spring 2025-April 28, 2025; Summer 2025-July 18, 2025

Student ID _____ Student Name_____

- A refund is generated when the amount of the loan is greater than the amount your student needs to cover the charges on their student account. By completing this page, you are requesting that the excess funds be returned to you rather than to your student.
- This request must be submitted prior to the loan disbursing to my student’s account.
- I understand that PLUS loan funds will first apply to the unpaid balance on my student’s account.
- I understand that the refund will come to me in the form of a paper check and could take up to 21 days from when the funds were paid to be released.
- I understand that I must also submit a W-9 prior to receiving the refund. IRS Form W-9 may be downloaded from the IRS website using the following link: [Form W-9 \(Rev. March 2024\) \(irs.gov\)](https://www.irs.gov/individuals/forms/w9)

Please send PLUS Loan Refunds to me at:

(Printed Parent information)

Full Name: _____

Mailing Address: _____

Parent Signature _____ **Date** _____

(Please sign, not type, your signature prior to submitting this request to the Financial Aid Office)

Additional information for your reference. It is not required that you turn in page 3.

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 the information, you cannot be considered for a Direct PLUS Loan. The information on this form will be used to determine your eligibility for a Direct 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 December 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 employees and creditors, and contractors of the Department of Education for purposes of administration of the student financial assistance program, for enforcement purposes, for litigation where such disclosure is compatible with the purposes for which records were collected, for use by federal, state, local, or foreign agencies 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.

More loan information can be found on our website at [PPSC Financial Aid Information](#).