



Federal Direct Parent PLUS Loan Application And Credit Authorization

To **apply** for the Federal Direct Parent PLUS loan you must complete all sections of this loan application. This form must be completed **each academic year to request a PLUS loan** through Bluefield College. **The Free Application for Federal Student Aid (FAFSA) must be submitted each academic year** before a PLUS loan application can be processed.

The information you supply on this application will be electronically transmitted to the U.S. Department of Education, its servicers and/or agents. Your credit history will be reviewed to determine your eligibility. Please print using black or blue ink. If you leave a section blank, this form cannot be processed.

Student Information				
Last Name		First Name		Student ID Number
Student Type (Check one): <input type="checkbox"/> Traditional <input type="checkbox"/> InSpire Online Programs			Student SSN (if ID Number unknown or unassigned)	
I would like the loan applied during the following semester(s): Academic Year 2012 - 2013 (Check one): <input type="checkbox"/> Fall / Spring <input type="checkbox"/> Fall / Spring / Summer <input type="checkbox"/> Fall only <input type="checkbox"/> Spring only <input type="checkbox"/> Summer only				

List the name of **one** parent borrower only. In order to apply for a PLUS loan, the borrower must be a natural parent, adoptive parent, or stepparent (if stepparent's income and assets are considered on the FAFSA) of the dependent student (dependent by FAFSA definitions, not IRS dependency definitions).

Parent Information				
Last Name		First Name		SSN
Street Address (P.O. Box # alone is not acceptable unless there is no street delivery)			City	State Zip
Date of Birth (Month/Day/Year)		Phone Number (Home)		Phone Number (Work) or (Alt/Cell)
Are you a U.S. citizen? <input type="checkbox"/> Yes <input type="checkbox"/> No If No, list Alien Registration #: _____				
E-mail Address				

Loan Amount Request
List the amount you wish to borrow: \$ _____ (DOLLAR amount is required)

Title IV (Federal) Authorization Information
<p>If your student's federal financial aid combined with your PLUS loan exceeds the cost of tuition, fees, room, board, the college must obtain your permission to use your PLUS loan funds to pay charges other than those listed above. Examples of other charges that your student may incur are: health insurance and parking fines.</p> <p>Please indicate your choice below:</p> <p><input type="checkbox"/> I authorize Bluefield College to pay charges other than tuition, fees, room and board using my PLUS loan proceeds. This may include a maximum of \$200.00 in prior academic year charges.</p> <p><input type="checkbox"/> I do not authorize Bluefield College to pay charges other than tuition, fees, room and board using my PLUS loan proceeds and I understand that my student will be responsible for payment of these charges as billed.</p>

Authorization for Credit Check / Consent to Obtain Credit Report		
<p>I consent to having the U.S. Department of Education and its agents review my credit report and use the information from that report in determining whether to award a Federal Direct PLUS loan to me. I understand that I will be notified in writing of the results of the credit check. I understand that the credit check is valid for 60 days only, and if the loan is not processed within that time, another credit check will be required. I attest that I have read and agree to all the information included with this form, including the Privacy Act Disclosure Notice.</p>		
<table border="1"> <tr> <td>Parent Signature</td> <td>Date</td> </tr> </table>	Parent Signature	Date
Parent Signature	Date	

Federal Direct Parent PLUS Loans

FREQUENTLY ASKED QUESTIONS

Please keep this information sheet with your other important financial aid papers.

How will I know if I am eligible?

After the attached form is processed, you will be notified by the Direct Loan Servicer of your loan eligibility. Generally, you are eligible if:

- You filed the Free Application for Federal Student Aid (FAFSA) for this academic year
- You do not have an adverse credit history (a credit review will be completed)
- You are not in default on a federal student loan (including Federal Direct PLUS loan)
- You meet the other eligibility requirements outlined on your loan application

What is a Master Promissory Note (MPN)?

A promissory note is a binding legal document that lists the conditions of your loan and the terms of repayment. Instead of completing a promissory note every year, a Master Promissory Note (MPN) is a multi-year promissory note that only has to be completed once while your student is attending Bluefield College. The MPN will simplify the processing of your loan(s).

Who should complete/sign a MPN?

The parent or stepparent who completes the MPN must be the same person listed as the parent borrower on the PLUS Application/Credit Authorization Form submitted to the Financial Aid Office.

How do I sign a MPN?

If you do not already have a valid Master Promissory Note (MPN) on file, you may electronically complete a Master Promissory Note (MPN) at www.studentloans.gov. You will need the federal PIN you used on the FAFSA to sign in and complete the MPN. A PIN may be obtained online at www.pin.ed.gov.

How do I know if I have a valid MPN on file?

You have met the requirements for an MPN if you had an approved PLUS loan and signed an MPN for a previous academic year and all of the following are true:

- The MPN is designated for the same student
- The MPN is signed by the same parent
- The MPN does not have an endorser

If I already have a PLUS MPN on file with Bluefield College, what else is required?

A signed and completed Federal Direct Parent PLUS Loan Application/Credit Authorization form must be submitted to our office as confirmation that you wish to borrow a loan for this academic year. We will send your application to the U.S. Department of Education for credit approval. Also the Free Application for Federal Student Aid (FAFSA) must be submitted each academic year in order to participate in the Federal Direct PLUS loan program.

When will the PLUS loan disburse?

In accordance with federal regulations, the loan will be applied to your student's account once all requirements are met and required processing is completed, as early as two weeks after the semester begins. There is a loan fee of 4% deducted from each disbursement by the U.S. Department of Education. If enrolled in fall and spring semesters, one-half of the loan will be disbursed to the student's myBC account one week after the census date, near the beginning of the fall semester, and the remaining half will be disbursed at the same point near the beginning of spring semester. If enrolled in one semester only, the total amount of your loan will disburse at the beginning of that semester. If enrolled in all 3 semesters (fall/spring/summer), the funds will be disbursed over all 3 semesters. A check is made payable to the parent borrower and mailed to the borrower's home if the loan disbursement is in excess of the amount owed to the college for the semester.

When will repayment begin?

Repayment will begin 60 days after disbursement of the full amount borrowed for an academic year. Interest accrues as soon as the first disbursement is made. There is no grace period for this loan; the parent borrower repays both principal and interest while their student is in school. The repayment term will be 10 to 30 years depending upon the repayment plan selected. Parents have the option to defer payments for PLUS loans originated after July 1, 2008 provided the designated student is enrolled at least half-time each semester (six or more credits). Parents must contact the Direct Loan Servicer at 800-848-0979 after the loan has been disbursed to request a deferment.

What if additional financial aid is received and I want to reduce or cancel my PLUS loan?

If your student receives additional financial aid and you wish to reduce or cancel your Federal Direct Parent PLUS loan, it is important that you notify the Financial Aid Office in writing as soon as possible. You may cancel all or a portion of your loan after funds have been credited to your student's myBC account by notifying us in writing within 30 days after the date of your loan disbursement notice. Canceling your Federal Direct Parent PLUS loan will not make your student eligible for additional unsubsidized loan amounts in his or her name.

If the additional financial aid received by your student results in aid that is in excess of your student's cost of attendance, the Financial Aid Office will automatically reduce the appropriate loan fund. These loan funds will be returned to the U.S. Department of Education. The adjustment will appear on the student's myBC account.

What if I want to apply for additional PLUS loan funds?

You may apply for additional PLUS loan funds by completing another PLUS loan application/credit authorization. The total amount of a PLUS loan may not exceed the cost of attendance minus all other financial aid. You must list the additional amount you wish to borrow and indicate on the application form that you are requesting additional funds. Please note that your credit history may be reviewed again to determine your eligibility.

What am I consenting to by signing the credit authorization?

Your consent verifies that you have read the privacy act disclosure as follows and that you give Bluefield College permission to authorize the U.S. Department of Education to review your credit report:

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 Direct PLUS. The information on this form will be used to determine your eligibility for a Direct PLUS. 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 employers 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 the 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.

What if my credit is denied?

If your PLUS application is denied due to credit, you will receive notification from the Direct Loan Servicer. You may choose from the following options:

- You may try to have a credit status override completed by the federal servicer. Please contact the Direct Loan Servicing Organization at 1-800-557-7394 and Equifax (their credit bureau) at 1-800-685-5000.
- You may provide documentation to the Direct Loan Servicer if you have extenuating circumstances. Your request for a PLUS loan will be reviewed again by the servicing organization.
- You may have a third party endorser co-sign the PLUS loan application with you. Any PLUS loans with an endorser added will require a new and separate MPN be completed by the parent borrower.
- You may choose not to pursue any of the options listed above, and your student may borrow limited additional funds for the current academic year through the Unsubsidized Federal Direct Loan Program. Please contact the Financial Aid Office to discuss this option.