



Lansing Community College  
 1121 – Financial Aid Office  
 Room 203, Gannon Building  
 PO Box 40010  
 Lansing, MI 48901-7210  
 Phone: (517) 483-1200 (option 2)  
 Fax: (517) 483-1170

## Financial Aid Federal Direct Parent PLUS Loan Application 2009-2010

<b>Student</b>	
First Name:	_____
Last Name:	_____
ID:	_____
DOB:	_____/_____/19____
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Program Completion:	<input type="checkbox"/> Graduate or <input type="checkbox"/> Transfer AFTER Year: 20_____
	<input type="checkbox"/> Fall <input type="checkbox"/> Spring <input type="checkbox"/> Summer
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Other Education Resources (check all that apply):	<input type="checkbox"/> Veteran Benefits <input type="checkbox"/> Scholarships <input type="checkbox"/> Employer tuition <input type="checkbox"/> None
Amount per semester \$	_____

<b>Parent</b>	
First Name:	_____
Last Name:	_____
SSN:	____-____-____
Address:	_____ _____
DOB:	_____/_____/19____
Phone:	(____)____-____
Citizenship:	<input type="checkbox"/> US Citizen or national <input type="checkbox"/> Other <input type="checkbox"/> Permanent resident/other eligible alien
Alien ID Number	_____
Driver's License #	_____
Defaulted Loan or Grant Overpayment?	<input type="checkbox"/> Yes <input type="checkbox"/> No

**You must review the information on the back of this form  
 Incomplete forms will not be processed and will be returned to student**

Loan Period Requested:	<input type="checkbox"/> FALL 2009 <input type="checkbox"/> SPRING 2010 <input type="checkbox"/> SUMMER 2010 (not accepted until 3/2010)
Loan Amount Requested:	\$ _____
<ul style="list-style-type: none"> <li>■ We have reviewed the information found on the back of this form.</li> <li>■ I understand that LCC will perform a credit check using the parent data provided via the Common Origination and Disbursement System in order to determine initial eligibility.</li> <li>■ Our signatures certify that we have been fully informed of and agree to the rights and responsibilities for a Federal Direct PLUS Loan.</li> </ul>	
Student Signature: _____	Date: _____
Parent Signature: _____	Date: _____

<b>OPTIONAL</b> - I authorize LCC to refund any funds not used to pay direct LCC costs to my son/daughter.	
Parent Signature: _____	Date: _____
Notary of Public Signature: _____	Date: _____

## PRIOR TO DISBURSEMENT OF FEDERAL DIRECT PLUS LOAN:

- The student must file the FAFSA at [www.fafsa.ed.gov](http://www.fafsa.ed.gov)
- The student and/or parent must submit any additional Financial Aid documents requested
- Submit this 2009–2010 Federal Direct PLUS Loan Application
- The parent must review the information found at <http://studentaid.ed.gov/PORTALSWebApp/students/english/parentloans.jsp>
- The parent must sign a Master Promissory Note (MPN) at [dlenote.ed.gov](http://dlenote.ed.gov). – If you must sign a MPN, you will be notified after your loan is processed by LCC and the U.S. Department of Education has approved your credit. Generally, you only sign 1 MPN every 10 years. You may sign your MPN at any time during the process.

### ACADEMIC REQUIREMENTS (the student must meet all 3 of the following requirements)

- 2.0 minimum overall Grade Point Average (GPA).
- 70% minimum overall Completion Ratio (your number of credits earned divided by your number of credits attempted).
- Students must complete all requirements for their educational program within 150 percent of the minimum number of credit hours required for their educational program.

### PROCESSING YOUR PLUS LOAN

- After your Federal Direct Parent PLUS Loan Application has been received, LCC will perform an initial credit check.
- If the initial credit check is denied, LCC will not continue to process your loan request.
- If the initial credit check is denied, your son/daughter may be eligible to borrow additional Stafford Loan Funds.
- If the initial credit check is approved, LCC will process your loan request and send the information to the US DOE for official approval. The US DOE will perform the final credit check to determine your eligibility.
- If the US DOE credit check is denied, your son/daughter may be eligible to borrow additional Stafford Loan Funds.
- If the US DOE credit check is approved, you may need to sign a MPN (see next section).

### MASTER PROMISSORY NOTE (MPN)

- If you must sign a MPN, you will be notified by LCC after your Federal Direct PLUS Loan has been approved.
- MPNs are generally valid for 10 years from the date of signature and multiple loans may be made on the same PLUS MPN. You must notify the US DOE in writing if you choose to close the PLUS MPN.
- You must have a US DOE PIN number to sign your PLUS MPN at [dlenote.ed.gov](http://dlenote.ed.gov). You may request a PIN at [www.PIN.ed.gov](http://www.PIN.ed.gov).

### LOAN DISBURSEMENT

- All Parent PLUS Financial Aid checks that are made out to the parent are mailed to the address that LCC has on file. Login to StarPort at [www.lcc.edu](http://www.lcc.edu) to verify your address.
- LCC will send excess funds not used to pay direct LCC costs to the address that LCC has on file for you unless you authorize LCC to disburse funds to your son/daughter. The authorization for release of funds to student is on the front of this form.
- Students who are authorized to receive excess funds will have these funds deposited through Higher One. Please see [www.lcc.edu/studentfinance](http://www.lcc.edu/studentfinance) for more information.
- Parents will not be issued Higher One accounts. Parents who do have Higher One accounts will be issued a paper check by LCC for excess Parent PLUS funds. The excess Parent PLUS funds WILL NOT be handled by Higher One.
- Students are responsible for payment of tuition and fees if the PLUS Loan is not approved prior to the payment due date.
- Before a Federal Direct PLUS Loan disbursement will be made, the student must: **1)** Be in good Academic Standing and **2)** Have submitted all requested Financial Aid documents. The parent must have a signed Master Promissory Note on file.
- The parent will receive a Notice of Loan Guarantee and Disclosure Statement from the US DOE for all approved disbursements.

### LENDER INFORMATION

- The lender for this loan is the U.S. Department of Education (US DOE).

<b>U.S. DEPARTMENT OF EDUCATION</b>	1-800-848-0979	Direct Loan Servicing Center – Borrower Services PO Box 4609 Utica, NY 13504-4609
	<a href="http://www.dlservicer.ed.gov">www.dlservicer.ed.gov</a>	

- LCC is your school. LCC determines your loan eligibility using Federal guidelines. Your information is sent to the US DOE for approval. After approval is granted and all requirements are completed, LCC disburses funds to you on behalf of the US DOE.
- Your lender, the US DOE, will initiate a credit check. Based on the results of the credit check, your Federal Direct PLUS Loan will be approved or denied.

### LOAN CANCELLATION/REDUCTION POLICY

- You may cancel or reduce your loan(s) by informing LCC in writing.
- If you cancel all or a portion of a loan and the funds have already been applied to your son/daughter's tuition and fee balance or disbursed to you or your son/daughter, your son/daughter will be responsible for repayment.