2014-2015
How to Apply for a Direct Loan with Loan Request Form

All students applying for a Federal Direct Loan must go on-line to: **www.StudentLoans.gov** .
You will need your four digit pin number that you used to file your FAFSA. CCCC requires all students to complete a new MPN and Loan Counseling *each* academic year.

If the on-line link tells you that you have already completed Loan Counseling, you must click on Continue and complete a new Entrance Interview.

You *must complete* all **three** of the following steps to receive your Direct Loan.

- **On Line Entrance Counseling**
  - Click Complete Entrance Counseling
  - Choose Entrance Counseling – first column on left)
  - Enter School – Cape Cod Community College
  - Click Entrance Counseling for **Undergraduate**. Continue until finished.
- **On-line Master Promissory Note**
  - Click Subsidized/Unsubsidized Loans. Continue until completed.
- **Loan Request Form**
  - (On back of this form)

To find the instructions on how to complete your Master Promissory Note and Loan Counseling go to the Direct Loan Servicing Web site at: **www.StudentLoans.gov**.

You must return the Loan Request Form to *the Financial Aid office or email it to* finaid@capecod.edu ***The Amount Request Form must have an amount on it to be processed.***

THE AMOUNT REQUESTED IS NOT NECESSARILY THE AMOUNT THAT YOU WILL BE CERTIFIED TO RECEIVE.

We will award you as much as possible in a subsidized loan and the exact amount and type of loan will be on the updated award letter that you will receive from the Financial Aid Office after your loan has been processed.

Cape Cod Community College ***requires*** that you complete Entrance Counseling and a new Master Promissory Note for each academic year. Most loans are for the full year and you will receive **half** of your requested funds in the fall and the other **half** of your funds in the spring. If you get the message that your Loan Counseling is complete, please click **CONTINUE** TO complete this year's session.

Your loan will be applied to your tuition account. If you have a one semester loan, you will receive **two** equal disbursements. Most financial aid, including student loans, is disbursed six to eight weeks after the beginning of each semester; therefore, you should plan your budget accordingly.

If you **withdraw** from your classes after receiving your loan disbursement, the loan will be **prorated by the number of days that you attended classes** and a **portion** of your loan disbursement may be **returned to the federal government**. You will **owe** the returned amount to the Business Office.

If you have any questions or we can be of any assistance, please call the Financial Aid Office at 508-362-2131, extension 4393.

Revised: April 4, 2013

Cape Cod Community College
Federal Direct Loan
2014-2015 LOAN REQUEST FORM

Name _____ Student ID _____

_____ I plan/am attending CCCC for Fall & Spring semesters. (Loans are split 50% between each semester.)
_____ I plan/am attending CCCC for Fall only (transferring or graduating - not eligible for Spring aid).
_____ I plan/am attending CCCC for Spring only (beginning Jan 2015).

Loan processing starts at [www.StudentLoans. gov](http://www.StudentLoans.gov)

Click on the green SIGN-IN button. Enter all information required.

You MUST have your FAFSA 4 digit pin. Do Undergraduate Entrance Counseling

Look for Entrance Counseling and Complete MPN in the left hand margin.

Federal Direct Loan Amount Requested $ _____
You must fill in an amount

I understand that I must register and attend at least *6 credits per semester* to receive and keep this loan.

Signature: _____ Date _____

You must return this form to finaid@capecod.edu to have your loan processed.

Financial Aid Office
Cape Cod Community College
2240 Iyannough Road
West Barnstable, MA 02668
finaid@capecod.edu
508-362, 2131, Ext. 4393 Fax: 508-375-4026

REQUEST TO INCREASE LOAN AMOUNT

I wish to increase my Federal Direct Loan for the ☐ Fall ☐ Spring ☐ Both semesters.
Please increase my loan by this amount: $_____

Signature: _____ Date _____

REQUEST TO CANCEL LOAN

I wish to cancel my Federal Direct Loan for the ☐ Fall ☐ Spring ☐ Both semesters.
.
Please cancel this amount of my loan: $_____

Signature: _____ Date _____

REQUEST TO REINSTATE LOAN

I wish to reinstate my Federal Direct Loan for the ☐ Fall ☐ Spring ☐ Both semesters.
Please reinstate this amount of my loan: $_____

Signature: _____ Date _____