

2017-2018

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 .

CCCC requires all students to complete a new MPN and Loan Counseling *each* academic year.

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

You must have your FSA ID to complete Loan Counseling

To Complete Entrance Counseling go to: www.Studentloans.gov

- Click Log In and continue;
- Enter FSA ID & FSA ID Password
- Click Log In
- Click I want to Complete Loan Counseling
- Click Start button and Select School to Notify
- Adding inserting information, Click Notify this school and continue
- Select Student Type and click “I am entrance completing to receive a direct loan as an *Undergraduate Student*” and continue
- Click Continue and complete the process until finished.

To Complete On-line Master Promissory Note

- Click My homepage
- Click Loan Agreement (Master Promissory Note)
- Click Start for MPN for Subsidized/Unsubsidized Loans
- Complete Subsidized/Unsubsidized MPN
- Complete Borrower’s Information
- Continue until completed.

Loan Request Form:

- (On other side of this form)

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 YOU REQUEST MAY NOT BE THE AMOUNT YOU WILL BE ELIGIBLE 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 all of your classes or stop attending 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.



Federal Direct Loan 2017-2018 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 2018).

Loan processing starts at www.StudentLoans.gov

Click on the green SIGN-IN button. Enter all information required. You must have an FSA ID.

You Must Complete Undergraduate Entrance Counseling.

Complete step-by-step instructions on reverse side of this form.

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 _____