

2024-2025 FEDERAL DIRECT STUDENT LOAN REQUEST FORM

Name _____ CCCC ID # _____

_____ I plan/am attending CCCC for Fall & Spring semesters. (Loans are split 50% between each semester.)

_____ I plan/am attending CCCC for Fall 2024 only (transferring or graduating - not eligible for Spring aid).

_____ I plan/am attending CCCC for Spring 2025 only (beginning Jan 2025).

_____ I will be attending the CCCC Aviation Maintenance program.

*** All loans must be disbursed in at least 2 payments whether 1 semester or the full year. ***

Loan processing starts at www.studentaid.gov 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 _____

TO CHANGE YOUR LOAN, COMPLETE THE APPROPRIATE SECTION BELOW

REQUEST TO INCREASE LOAN AMOUNT

I wish to increase my Federal Direct 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 _____

2024-2025 HOW TO APPLY FOR A DIRECT LOAN

All students applying for a Federal Direct Loan must go on-line to: www.studentaid.gov.

You will need your FSA ID to log in – it is the same log in you used for the FAFSA.

You must register for and attend at least half time (6 credits per semester) at all times to receive a loan.

Complete all three of the following steps below to receive your Direct Loan.

CCCC requires all students to complete a new MPN and Loan Counseling *each* academic year. If you get a message that your Loan Counseling is complete, click CONTINUE to complete this year's session.

1. Complete Entrance Counseling go to: www.studentaid.gov

- Click Log In and Enter your FSA ID & FSA ID Password
- Click Complete Loan Counseling
- Click Start button for Entrance Counseling
- Using drop down choose state and school and then click Notify this School
- Select Student Type "I am completing entrance counseling to receive a direct loan as an **Undergraduate Student**" (on the right)
- Click Continue and complete the process until finished.

2. Complete a Master Promissory Note go to: www.studentaid.gov

- Once Entrance Counseling is completed, click My Homepage at the bottom
- Click Loan Agreement (Master Promissory Note)
- Click Start MPN for Subsidized/Unsubsidized Loans
- Complete Subsidized/Unsubsidized MPN
- Complete Borrower's Information
- Continue until completed.

3. Complete Loan Request Form:

- Complete the other side of this form from your name through the first signature line
- You must list the amount you wish to borrow
- Return the Loan Request Form to the Financial Aid Office

The Financial Aid Office will finalize your loan(s) based on the amount requested and the limits imposed by federal student aid regulations. We will award you as much as possible in a subsidized loan. 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. The amount will also be available on CampusWeb.

Most loans are for the full year and disbursed **half** in the fall and the other **half** of your funds in the spring. One semester loans will have two disbursements – the second at least half way through the semester. Aviation program loans may divide to include summer. You must be registered for **at least 6 credits** to receive a loan.

Your loan will be applied to your student tuition and fees account. 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. You must also maintain at least half time enrollment (**6 credits per semester**) at all times.

If you **withdraw** from all of your classes or stop attending after receiving your loan disbursement, your loans may 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.