



Parent PLUS Loan Application - Instructions

What is the Parent PLUS Loan?

The Federal Parent PLUS loan is a federal credit-based loan, which is available to the **parent of a dependent undergraduate student** to assist with the costs of the student's degree program. Maximum loan eligibility is determined by subtracting the student's total financial aid and resources from the cost of attendance. The total amount awarded can never exceed the cost of attendance for the 2018 – 2019 Academic Year.

Who may borrow a Parent PLUS Loan?

The Parent PLUS Loan may be borrowed by:

- Either biological parent of a Dependent Undergraduate student
- A step-parent who provided information on the FAFSA
- Grandparents, Foster parents, step-parents who did not provide information on the FAFSA, and other relatives (or legal guardians) are NOT eligible to be Parent PLUS Loan borrowers.

What are the eligibility requirements for a Parent PLUS Loan?

To be eligible for a Parent PLUS Loan, a 2018 – 2019 FAFSA must be on file with CSU Long Beach. In addition:

- **Both the parent and the student must meet the following:**
 - Be a United States citizen or eligible non-citizen
 - Not be in default on a federal student loan
 - Not owe a refund on a federal education grant
- **The Student must meet the following:**
 - Be meeting Satisfactory Academic Progress.
 - Be enrolled at least half-time (6 units) during each semester (Fall 2018 and Spring 2019).

What if I don't pass the credit check?

The parent borrower must pass a credit check to be eligible for the Parent PLUS Loan. If you do not pass the credit check, you have the following options:

- Appeal: If you think there may be an error in how the credit worthiness was determined
- Apply with a credit-worthy endorser: You may use someone else to endorse (co-sign) the loan. This person will be responsible to repay the loan in the event you are unable to make payments.
- Allow the student to be offered additional Federal Direct Unsubsidized Loan funds (if eligible).

You will receive the results of your credit check by the Federal Loan Servicing Center. If you decide to appeal the credit check or to apply with a credit-worthy endorser, follow the instructions provided by the Loan Servicing Center (which includes completing the PLUS Counseling module on www.studentloans.gov).

Be sure to indicate on the Loan Request form what you would like to do, in the event your loan is credit-denied.

I have completed the loan request form. What's next?

Once you have submitted your completed loan request to Financial Aid, you must complete a Parent PLUS Master Promissory Note (MPN) at www.studentloans.gov. The MPN is required. If you do not complete the MPN, the loan process is not complete and your loan funds will not be released.

Who Receives the Federal Parent PLUS Loan funds?

CSU Long Beach will receive the funds and apply them and any other financial aid the student receives to the charges on the student's account (tuition, fees, room & board – if applicable).



If any funds remain after the student's university charges are paid, a refund (or "Financial Aid Disbursement") for the remaining funds will be mailed to the Parent borrower. This refund is processed by the CSU Long Beach Student Account Services office – and is **sent by U.S. Mail**.

Repayment Information

After you have been approved for a PLUS Loan, a "Loan Disclosure Statement" will be sent to you by the Department of Education indicating the amount you are borrowing, the loan period, and the loan fees. Interest begins to accrue at the time funds are released; repayment of principal and interest begins 60 days after the loan has been fully released.

For information about interest rates, loan fees, repayment options and monthly payment estimators, visit Federal Student Aid at www.studentaid.ed.gov.

How to Apply for the Parent PLUS loan

To apply for the Parent PLUS Loan, complete the following steps:

- Confirm that there is a 2018 – 2019 FAFSA on file with CSU Long Beach.
- Submit your completed 2018 – 2019 Federal PLUS Loan Request (Parent) to the CSULB Financial Aid Office.
- Complete the Parent PLUS Loan Master Promissory Note (MPN) at www.studentloans.gov.
- Your loan request will be reviewed to determine your loan eligibility. To be eligible, the student must:
 - Be enrolled at least half-time (6 units) for each semester of enrollment (Fall 2018 & Spring 2019).
 - Meet the general eligibility requirements for Federal Student aid.
- Be meeting the CSULB Satisfactory Academic Progress (SAP) standards
 - Please note: SAP is run after each semester's grades have been finalized & posted. If, once SAP has been run, the student is not meeting the SAP Standards, you will not be eligible to receive the Parent PLUS Loan. If your loan was processed, it will be cancelled, and you will be required to return any funds that may have disbursed.

Please Note the Following:

- Parent PLUS Loans will be processed based on the student's actual cost of attendance for the academic year.
- When funds are released to CSULB, they will be applied toward ALL outstanding charges – including any installment plans for tuition and/or housing. Any funds remaining after ALL charges have been paid will be issued as a refund to the parent borrower.
- If the student drops below half-time (6 units), you will be ineligible to receive Parent PLUS Loan funds.
- If you fail to complete the MPN for the Parent PLUS Loan, funds from the loan will not be released.



Student Name _____ Campus ID Number _____

2018-2019 Parent PLUS Loan Application

Parent Borrower Information

Last Name _____ First Name _____ M.I. _____
 Date of Birth _____ Social Security Number _____
 Street Address _____
 City _____ State _____ Zip Code _____
 Phone _____ Email Address _____
 Are you, the parent borrower, in default on a prior educational loan or owe a refund on a federal education grant? ____
 Citizenship Status (check one): Citizen Eligible Non-Citizen (Alien Registration Number) _____
Please note: If you are neither a U.S. Citizen nor an Eligible Non-Citizen, you are not eligible for the Federal Direct PLUS Loan.

Enrollment Period: 2018 – 2019 Academic Year Fall 2018 **Only** Spring 2019 **Only**

Requested Loan Amount: Maximum PLUS Eligibility **OR** PLUS Loan Amount \$ _____

CSULB reserves the right to award less than the requested amount should the amount exceed the student's eligibility.

PLUS Loan Denial Options (Required: Please check one in the event of credit denial)

Allow the student to be offered additional Federal Direct Unsubsidized Loan funds. Additional loan funds are: freshman & sophomores up to \$4,000 per academic year; juniors & seniors up to \$5,000 per academic year. **The student will have to accept the additional loan funds by logging on to MyCSULB once the loan has been awarded.**

Use an endorser (credit-worthy co-signer) or contest the credit denial. I understand it is my responsibility to contact the Direct Loan Servicer at 1-800-557-7394 to obtain the necessary paperwork, and that I will be required to complete the PLUS Counseling module on www.studentloans.gov.

Cancel the PLUS request. I will pursue other options.

Parent Borrower's Consent & Signature

1. I consent to the U.S. Department of Education and its agents obtaining a report of my credit record and using the information from that report in determining whether to make a Federal Direct PLUS Loan to me. I understand that the Department of Education will notify me in writing of the results of the credit check with respect to my loan application.
2. I have read, and understand the attached Parent PLUS Loan Information Sheet and the attached Privacy Disclosure Notice.
3. I consent to the U.S. Department of Education and its agents obtaining a report of my credit record and using that information in determining whether to make a Direct PLUS Loan to me. I understand that the Department of Education will notify me in writing of the results of the credit check with respect to my loan application.
4. I understand that the student must be enrolled at least half-time and be making Satisfactory Academic Progress towards her/his degree in order for the parent to obtain a Federal Parent PLUS Loan.
5. I understand that I **MUST** have a signed Direct PLUS Loan Master Promissory Note (MPN) on file with the U.S. Department of Education to complete the Parent PLUS loan process (the PLUS Loan MPN can be completed at www.studentloans.gov).

Parent Signature _____

Date _____

Student Signature _____

Date _____

By Mail:

CSULB Financial Aid Office
1250 Bellflower Blvd.
Long Beach, CA 90840-0106

By FAX:

(562) 985-1509
Attention: Financial Aid

In Person:

Financial Aid
1st Floor Brotman Hall Courtyard
Enrollment Services Windows



Parent PLUS Loan Disclosures

Credit Approval & Notification

Credit approval is based on federally mandated criteria – not a credit score. In order to qualify, you must not have any of the following items on your credit report: (1) Any current delinquency of 90 days or more on any credit account or loan; (2) Any of the following items within the preceding five years of the date of the credit report: Default, Bankruptcy, Discharge, Foreclosure, Repossession, Tax Lien, Wage Garnishment, Write-off of a debt, Open Collection Account.

You will be notified of credit approval or denial directly from the Direct Loan Servicing Center. Credit approval is valid for 180 days.

Credit Denial

- If you are denied a Parent PLUS Loan on the basis of adverse credit, you can do one of the following:
- Appeal the denial with the Direct Loan Servicing Center at (800) 557-7394
- Apply for a Parent PLUS Loan with an endorser
- Review the information on your credit report; correct any invalid information that may have led to the denial
- Choose not to pursue the Parent PLUS Loan. You can notify CSU Long Beach Financial Aid Office and have your dependent student packaged with additional Unsubsidized Loan funds (if eligible).
- In the event you successfully appeal the denial, or you are approved with an endorser, you will be required to complete the PLUS Counseling module at www.studentloans.gov before funds from the loan can be released.

Direct Loan Disclosure Statement

You will receive a Federal Direct Loan Disclosure Statement from the Direct Loan Servicing Center, up to 30 calendar days before the first anticipated disbursement. The Disclosure Statement identifies the loan type, anticipated loan disbursement amounts and dates, anticipated net disbursement amounts, loan fee and fee rebate amount, and gives other important information regarding your loans.

Disbursement of Funds

Funds from the Direct Parent PLUS Loan are disbursed directly to CSU Long Beach once for each semester borrowed. Exact disbursement dates will be stated on the Official Loan Disclosure Statement (see above). Loan proceeds are received electronically and are credited towards any outstanding registration fees and/or housing charges. Any remaining funds are then issued to the parent borrower as a refund.

Use of Loan Funds

Funds received from the Federal Direct PLUS Loan are to be used solely for expenses related to the student's attendance at CSU Long Beach. Expenses include tuition, room and board, books, transportation costs, etc.

Loan Cancellation

Before your funds are disbursed, you may cancel or reduce the amount of your loan by notifying CSU Long Beach's Office of Financial Aid in writing. If your loan has already been disbursed, you can still cancel the loan in one of two ways: (1) You may contact CSU Long Beach (in writing) within 14 days of the date the loan has been applied to your account, or (2) You can pay back all or a part of your loan within 120 days of the date Direct Loans disburses your loan funds to the university. Your loan will be adjusted to eliminate any interest, loan fee, and rebate amount that applies to the amount of the loan that you cancel/return during this timeframe.

Information you must report

While your dependent student is still in school, you must notify the Office of Financial Aid at CSU Long Beach if (1) you change your address or telephone number; (2) you change your name (for example, maiden name to married name); (3) your dependent student does not enroll at least half-time for the loan period certified by the university OR stops attending



CSU Long Beach OR drops below half-time enrollment; or (4) your dependent student graduates or transfers to another school.

You must also notify the Direct Loan Servicing Center of any of the above changes at any time after you receive your loan. In addition, you must notify the Direct Loan Servicing Center if you (1) change employers, or if your employer's address or phone number changes; or (2) have any other change in status that affects your loan (for example, if you received a deferment but no longer meet the eligibility requirements for that deferment).

Privacy Act Disclosure Notice

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