

## 2012–2013 FEDERAL DIRECT PARENT PLUS LOAN REQUEST FORM

**Page 1 of 2**

- Step 1:** Parent: Complete this form if you wish to borrow a Federal Direct Parent PLUS Loan for 2012–2013.
- Step 2:** Your student must complete and submit a Free Application for Federal Student Aid at [fatsa.gov](http://fatsa.gov), even if you are only interested in applying for the Federal Direct Parent PLUS Loan. Submit this completed form to the Financial Aid Office. Electronic document upload is preferred, and is the quickest, most efficient way to submit materials to our office. Please visit [www.usc.edu/financialaid](http://www.usc.edu/financialaid) and click on “My Financial Aid & Documents” for specific instructions.
- Step 3:** If you did not apply for need-based financial aid, you must also complete a Supplemental Form online. Supplemental Forms are available at [www.usc.edu/financialaid](http://www.usc.edu/financialaid) by clicking on “My Financial Aid & Documents.”
- Step 4:** Once the Financial Aid Office processes your loan and the Department of Education approves your credit, you must sign a Federal Direct Parent PLUS Loan Master Promissory Note (MPN) at [studentloans.gov](http://studentloans.gov). You will receive an e-mail reminder at that time.

**Please note:** To receive your Federal PLUS Loan, the following criteria must be met.

- The student cannot be independent for the purposes of receiving federal financial aid or over the age of 24;
- The student must be enrolled as an undergraduate at least half-time in a degree-granting program;
- The student must maintain Satisfactory Academic Progress (SAP);
- The student must maintain eligibility for the loan in her or his financial aid package;
- The parent must meet the federally established, minimum credit criteria. The Direct Loan Servicer will perform a credit check when we notify them of your eligibility.

### Student’s Information

Student’s name \_\_\_\_\_  
Last First M.I.

Student’s USC ID Number \_\_\_\_\_ Social Security number 

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### Parent Borrower’s Section

Parent borrower’s name \_\_\_\_\_ Social Security number 

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Last First M.I.

Permanent address \_\_\_\_\_  
Street City State ZIP Code

Permanent phone number ( \_\_\_\_\_ ) Parent’s date of birth \_\_\_\_\_  
If none, write “NA” Month/Date/Year

Parent’s citizenship status:  U.S. Citizen  Eligible non-citizen Parent’s e-mail address: \_\_\_\_\_

### A. Refund

If the amount of your Federal Direct PLUS Loan Disbursement exceeds the amount of your student’s account balance, please indicate below how you would like the USC Cashier to manage the excess funds. If you leave this item blank, the USC Cashiers Office will mail a check to the address above for PLUS loan amounts that exceed your student’s account balance.

- Please refund directly to me any Direct PLUS loan proceeds received by the University in excess of my student’s current University balance, by mail to the above address.
- Please retain any Direct PLUS loan proceeds received by the University in excess of my student’s current University balance. I understand that upon his/her request, my son or daughter may receive a University Cashier’s refund of any credit balance in his/her account.

### B. Loan Amount Requested

Please indicate the amount you wish to borrow for the 2012–2013 academic year. \$ \_\_\_\_\_

- I wish to borrow the maximum amount for which I am eligible.

Student graduation date (typically May, Aug., or Dec.) \_\_\_\_\_  
Month/Year

### C. Borrower Certification

I authorize the Financial Aid Office to forward to the Direct Loan Servicer all the data required to process my Federal Direct PLUS Loan request. I understand that the Direct Loan Servicer will review my credit history to determine my eligibility. I certify that all information provided here is true and correct.

Parent borrower’s signature \_\_\_\_\_ Date \_\_\_\_\_

## 2012–2013 FEDERAL DIRECT PARENT PLUS LOAN REQUEST STATEMENT [PLRS]

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Page 2 of 2

**Warning**

The Federal Direct PLUS Loan amount indicated on the student's 2012–2013 eligibility letter may change if the student receives additional aid (such as scholarships or departmental awards), or if the student changes her or his enrollment or housing plans. If your eligibility for a Federal Direct PLUS Loan changes, we may:

- 1) Cancel your loan;
- 2) Reduce future disbursements of your loan; and/or
- 3) Refund amounts already delivered to you. If a refund is necessary, we will charge the refund to the student's university account. Billing balances created by financial aid refunds are subject to the rules governing the payment of all university student accounts.