

# Federal Direct Stafford Loan Request - 2019-2020– Blue Ridge Community College

## Application Instructions:

### Step 1 – Complete the Free Application for Federal Student Aid

In order to establish eligibility for the Federal Stafford and/or PLUS loan you must complete and submit a FAFSA form for the applicable award year that you are planning to enroll. You may apply for the FAFSA on-line [here](#). Be sure to include BRCC's school code (006819) on your FAFSA. BRCC will not certify your Stafford or PLUS loan without first obtaining the processed results from your FAFSA application. FAFSA and any additional requested paperwork must be completed before loan can be processed.

### Step 2 – Complete Entrance Counseling

To receive a student loan, the federal government requires that you understand the basics of borrowing. You'll be asked to complete a brief entrance counseling session. Entrance Counseling can be completed online by going [here](#). Choose the option to Complete Entrance Counseling. This counseling session will help you learn more about the necessity of repaying your student loan, your Master Promissory Note, planning for repayment, and your rights and responsibilities as a borrower. \*Note - **not required** if completed at BRCC within the past 10 years\*

### Step 3 – Complete your Master Promissory Note (MPN)

To apply for a Federal Stafford Loan, you need to submit a completed and signed Master Promissory Note. To sign your promissory note online, visit the Federal Student Loan website [here](#) and click on Sign Master Promissory Note. Failure to complete your Promissory Note promptly will delay processing of your loan request. Your MPN is a legally binding document stating that you agree to repay your loan and that you accept the terms and conditions of your loan. The MPN also defines your rights and responsibilities as a borrower, so it's vital that you read and understand this document. \*Note - **not required** if completed within the past 10 years\*

### STEP 4 - Complete the BRCC Loan Request Form

The BRCC Loan Request Form is on the reverse side of these instructions. Complete the form and submit to the Financial Aid Office for processing.

## Information on Stafford Loans:

Below are the maximum amounts of subsidized and unsubsidized loans available to students based on their year in school and dependency status as determined by FAFSA. Students may be awarded less than the amounts listed below depending on cost of attendance and other aid awarded.

### Dependent Students:

Freshman students may borrow up to \$5500 per year, no more than \$3500 of which may be subsidized.

Sophomore students may borrow up to \$6500 per year, no more than \$4500 of which may be subsidized.

### Independent Students (and Dependent Students Whose Parents have been denied a PLUS loan):

Freshman students may borrow up to \$9500 per year, no more than \$3500 of which may be subsidized.

Sophomore students may borrow up to \$10500 per year, no more than \$4500 of which may be subsidized.

### Lifetime (also known as “aggregate”) Stafford Loan limits:

Dependent undergraduate students may borrow up to \$31000 in Stafford Loans in their lifetime, no more than \$23000 of which may be subsidized.

Independent undergraduate students may borrow up to \$57500 in Stafford Loans in their lifetime, no more than \$23000 of which may be subsidized. Graduate students may borrow up to \$138500, all of which is unsubsidized.

### Subsidized vs. Unsubsidized Loans:

*Subsidized loans* have the interest paid by the federal aid program while you are enrolled in college at least half-time.

*Unsubsidized Loans* accrue interest while you are enrolled in school. You have the option whether to pay the interest while you are in school or have it deferred until you graduate or are no longer enrolled at least half-time.

Your loans **must** be repaid. After you graduate, leave school, or choose not to enroll at least half-time (6 credit hours for undergraduate students, 5 hours for graduate students), you will have a grace period of six months after which you must begin making payments to your student loans.

## 2019-2020 Stafford Loan Request Instructions:

Complete this form and submit it to the Financial Aid Office as soon as possible. **Incomplete forms will be returned unprocessed.** If you do not know your Student ID number, instructions for looking it up are found [here](#).

### A. Borrower Information

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ Middle Initial: \_\_\_\_\_  
Student ID: \_\_\_\_\_ Date of Birth: \_\_\_\_\_ Phone Number: \_\_\_\_\_  
Street Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Email Address: \_\_\_\_\_

### B. Loan Information – All Fields Required

For which semester(s) would you like to borrow?  Fall 2019 and Spring 2020  Fall 2019 Only  Spring 2020 Only

Loan Amount Requested: \_\_\_\_\_ (complete this field even if using the calculation below)

If you would like to borrow the **exact amount of your charges**, use the formula below to add the processing fees to your loan:

\_\_\_\_\_ (charges) ÷ 0.98941 = \_\_\_\_\_ (total loan amount); round this amount **up** to the nearest dollar and enter in the Loan Amount Requested space above. [Example: 1000 ÷ 0.98941 = 1010.70335; round up to 1011]

Number of credits planned for Fall 2019: \_\_\_\_\_

Number of credits planned for Spring 2020 (required for fall/spring loans): \_\_\_\_\_

### Important Information about Loans

- Loan amount borrowed will be reduced by 1.059% in loan origination fees.
- Loans borrowed for fall and spring will be divided evenly between semesters. Fall Only loans will be disbursed in 2 disbursements, the first of which will be at the normal time for financial aid disbursement and the second of which will be after the semester midpoint.
- Loans for new students and those who have earned fewer than 30 credits: dependent students may request up to \$5500 and independent students up to \$9500, up to \$3500 of which may be subsidized.
- Loans for students who have earned at least 30 credits: dependent students may request up to \$6500 and independent students up to \$10500, up to \$4500 of which may be subsidized.
- Submission of request form does not guarantee loan eligibility nor does it guarantee that eligible students will receive the full amount.

### C. Checklist and Certification – Check each item below once you have completed it

- FAFSA Completed
- Entrance Counseling Completed \*
- Master Promissory Note Completed \*
- All fields on this form completed
- Enrolled in at least 6 eligible credit hours for fall 2019

\* Entrance Counseling and Master Promissory Note must be completed electronically on the Federal Student Loan website [here](#).

### BORROWER CERTIFICATION:

I authorize the Financial Aid Office at Blue Ridge Community College to forward my request for the Direct Loan indicated above. In order to complete the loan process, I understand that I must sign the appropriate promissory note electronically at <https://StudentLoans.gov>. I authorize the College to transfer loan proceeds received by electronic funds (EFT) or Master Check to student account in the Business Office to pay for ALL incurred expenses. Incurred expenses can include but are not limited to tuition, fees, books, supplies, and other miscellaneous fees.

⇒ Borrower's Signature \_\_\_\_\_ Date Signed: \_\_\_\_/\_\_\_\_/\_\_\_\_

For Office Use Only:

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