

Student ID: \_\_\_\_\_

## 2018-2019 Federal Direct Loan Request Form

\_\_\_\_\_  
**Name**

\_\_\_\_\_  
**Social Security Number**

Student Email Address: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

Expected Graduation Date: \_\_\_\_\_

**Maximum Freshman loan eligibility: Dependent student--\$5,500 per year; Independent student \$9,500 per year. (Up to \$3,500 may be subsidized based on need.)**

**Maximum Sophomore loan eligibility: Dependent students--\$6,500 per year; Independent student--\$10,500 per year. (Up to \$4,500 may be subsidized based on need.)**

**Requested loan amounts may be adjusted according to your cost of attendance.**

Requested Amounts: Fall \$ \_\_\_\_\_ Spring \$ \_\_\_\_\_ Summer \$ \_\_\_\_\_

\_\_\_\_\_  
Home Street Address

\_\_\_\_\_  
City

\_\_\_\_\_  
State

\_\_\_\_\_  
Zip Code

\_\_\_\_\_  
Home Phone

\_\_\_\_\_  
Daytime or Cell Phone

\_\_\_\_\_  
Residence Hall *(If living on campus)*

\_\_\_\_\_  
Room Number

**All of the following steps must be completed or your loan will be rejected!**

**Step 1:** Go to [www.studentloans.gov](http://www.studentloans.gov)

**Step 2:** Sign in with your FSA ID that you used to sign your FAFSA.

**Step 3:** Complete the Master Promissory Note.

**Step 4:** Click on the "Complete Entrance Counseling" link and navigate through the counseling for Subsidized and Unsubsidized Loans.

**Complete the previous steps and return your loan request form by the following deadlines:**

**Fall 2018—November 16, 2018**

**Spring 2019—April 22, 2019**

**Summer 2019—July 22, 2019**

\*Satisfactory Academic Progress (SAP – 2.0 GPA or better, enrolled in a MINIMUM of 6 credit hours) **MUST** be met before a Direct Loan will be disbursed. All loans are disbursed **AFTER** Mid-Term grades are posted in any given semester. No loans will be disbursed after the **above deadlines** of each semester. Please read and sign the policy statement on the back of this form.

\_\_\_\_\_  
STUDENT SIGNATURE

\_\_\_\_\_  
DATE

Student ID: \_\_\_\_\_

## WHAT YOU MUST DO TO OBTAIN A FEDERAL DIRECT LOAN AT DODGE CITY COMMUNITY COLLEGE

1. We will not certify a Direct loan until students have academic transcripts from all previously attended institutions on file. We cannot tell if a student made satisfactory academic progress at their previous institution without this information.
2. We will not certify Direct loans for transfer students who did not maintain satisfactory academic progress at their previous institution until they complete a minimum of twelve (12) semester hours with a minimum grade point average of 2.0 at this institution. All students will be required to have grade and attendance verification completed before we will disburse a loan. They must have at least a cumulative 2.0 GPA and have demonstrated satisfactory attendance.
3. We will not certify Direct loans for students who have aggregate (total) federal loan indebtedness in excess of \$30,500 (2 semesters of freshman level loans, and 4 semesters of sophomore level loans.) According to federal regulations, we may only allow a student three years to complete a two year program. We often have transfer students who have Direct loan indebtedness in the tens of thousands of dollars and very little demonstrated progress towards a degree or certificate.
4. We may cancel and return Direct loans for students who change their enrollment status prior to the disbursement of their loans. **Student must be enrolled in minimum of 6 credit hours per semester.**
5. We will cancel Direct loans for students who receive any combination of all "I", "W", or "F" grades. These students will lose their financial aid eligibility until they complete a minimum of twelve (12) semester hours with a minimum grade point average of 2.0.
6. **We will disburse loans only after the borrower's enrollment, attendance, and academic progress are verified after mid-term grades have been processed. Mid-term grades must meet or exceed 2.0 on a 4.0 scale. A loan will not be disbursed under any circumstances if mid-term grades are all "I", "W" or "F".**
7. Exceptions to the above policies may be considered on a case by case basis. Written documentation will be required.

### **Due Process:**

Students will have a right to due process and be allowed to appeal any decision of the administration by submitting matters of extenuation and mitigation in writing to the Director of Financial Aid.

**I, the undersigned, understand the loan disbursement policies:**

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STUDENT SIGNATURE

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DATE