



Pine Manor College

Federal Direct Parent PLUS Credit Authorization Form

Thank you for your interest in the Federal Direct PLUS Loan Program. In order to review eligibility, please note that there are **TWO** separate steps.

Step one: Please complete the PLUS LOAN REQUEST form (provided) which will authorize the U.S. Department of Education to perform a credit review. Return the form to PMC Student Financial Services (by mail) 400 Heath Street Chestnut Hill, MA 02467 or FAX to 617-731-7102.

Step two: All first time parent borrowers and parent borrowers who secured the loan for the 2008/2009 academic year with an endorser, must complete a PLUS promissory note. All other borrowers will not need to complete a new PLUS promissory note.

The parent borrower must complete the PLUS promissory note online at <http://www.dlenote.ed.gov>. The parent borrower will be required to use his/her U.S. Department of Education issued parent PIN to complete the online promissory note. If the parent borrower does not have a parent PIN or cannot recall his/her PIN, please go to <http://www.pin.ed.gov> and allow up to 10 business days to secure it. The PLUS loan cannot be used to settle the student's account until the promissory note has been completed. Students with accounts that have not been settled will be unable to complete the registration process and ineligible for all college services, including moving into a college residence.

Note: If the receipt of your Federal Direct PLUS loan creates an overpayment on the student's account, those excess funds will be credited back to the student's account. In those cases where a credit balance was created from a PLUS Loan, you can request that Pine Manor College refund that portion of your loan back to the lender or you can have these funds made payable directly to you, the parent.

Refunds created by Parent PLUS Loans will not be credited directly to the student in the form of a refund. If you have any questions, please contact Pine Manor Student Financial Services at 617-731-7129.

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 where 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 loans(s) so that data may be recorded accurately.



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I, the parent borrower, request a Direct PLUS Loan for the 2010-2011 academic year.

I, the parent borrower, consent to allow the U.S. Department of Education and its agents to obtain a report of my credit record and use the information from that report in determining whether to award a Direct PLUS Loan to me. I understand that I will be notified in writing of the results of the credit check with respect to my loan application.

Loan Amount Requested: \$_____, **which will be divided in equal installments for the Fall 2010 and Spring 2011 Semesters.** The loan amount will reflect an approximate net reduction of 2.5% in loan fees.

I, the parent borrower, understand that if I do not meet the Direct PLUS Loan credit criteria, Pine Manor College will offer the student a limited amount of Unsubsidized Stafford Loan in lieu of the PLUS Loan. When a parent is denied a Direct PLUS Loan due to adverse credit the maximum Stafford Loan limits are higher. If the student has already been awarded a Stafford Loan, he/she will be offered additional Stafford up to the higher limits which are as follows:

- \$4,750 per semester for freshmen, of which no more than \$1,750 can be subsidized
- \$5,250 per semester for sophomores, of which no more than \$2,250 can be subsidized
- \$6,250 per semester for juniors and seniors, of which no more than \$2,750 can be subsidized

PLEASE PRINT

PARENT'S FULL LEGAL NAME EXACTLY AS IT APPEARS ON THE PLUS MASTER PROMISSORY NOTE.

_____-_____-_____
Parent's Social Security Number

_____-_____-_____
Parent's First Name Middle Initial Last Name

_____-_____-_____
Parent's Date of Birth
(mm/dd/yyyy)

Parent's Address:

Street Name

Parent Citizenship Status (check one)
(1) ___ U.S. Citizen or National
(2) ___ Permanent Resident or
Other Eligible Non-Citizen

City State Zip Code

If (2), alien registration No.

Parent's Phone Number Parent's Email Address

Parent's Signature:

_____/_____/_____
Date:

_____-_____-_____
Student's Social Security Number

_____-_____-_____
Student's First Name Middle Initial Last Name

Student Citizenship Status (check one)
(1) ___ U.S. Citizen or National
(2) ___ Permanent Resident or
Other Eligible Non-Citizen

_____-_____-_____
Student's Date of Birth
(mm/dd/yyyy)

If (2), alien registration No.
