INSTRUCTIONS FOR COMPLETING A LEHMAN COLLEGE STUDENT LOAN APPLICATION
Please Read Thoroughly

1. ALL Federal Direct Loan (FDL) applicants must have a COMPLETED FAFSA (www.fafsa.ed.gov) on file with Lehman College before applying for a student loan.

2. Undergraduate students - must be MATRICULATED and registered for a minimum of 6 Undergraduate credits before submitting the loan application.

   You MUST indicate your preference for Subsidized loan only or willingness to accept an Unsubsidized loan as well.

   *YOU WILL NOT BE AWARDED AN UNSUBSIDIZED LOAN IF YOU DO NOT REQUEST IT*

3. Graduate students - must be MATRICULATED and registered for a minimum of 6 Graduate credits before submitting the loan application.

   **GRADUATE STUDENTS ARE ONLY ELIGIBLE FOR UNSUBSIDIZED LOANS**
   *GRADUATE students MUST indicate acceptance of UNSUBSIDIZED LOAN funds.*

4. All students - You MUST indicate how much you wish to borrow. Counselors are not permitted to suggest how much you should borrow.

5. If you are a TRANSFER student, your transfer credit evaluation must be reflected on your CUNYfirst account in order for your loan eligibility to be correctly calculated.

6. If this is your FIRST TIME requesting a Federal Direct Loan as a CUNY student, you MUST complete the online Entrance Counseling session at www.studentloans.gov using your Federal PIN#. If you need a PIN#, you may request one at www.pin.ed.gov

   You must submit a copy of the confirmation of completion page to the Financial Aid Office with your application.
   (Repeat borrowers are strongly encouraged to complete the Entrance Counseling session as well)

7. Your loan CANNOT be disbursed until you sign a Master Promissory Note (MPN). If you do not already have an active Master Promissory Note on file, you must sign an electronic MPN (eMPN) for your Federal Direct Loan(s), using your Federal PIN #, at www.studentloans.gov.

8. All correspondence concerning your loan and/or other financial aid will be sent to your Lehman email address. Please be sure to check your email account regularly.

   If you plan to take loans for more than one semester during the academic year, you must submit the application for the whole academic year. The loan will then be disbursed once during each semester.

   ** FUNDS FROM ADDITIONAL LOAN REQUESTS WILL BE DISBURSED MUCH LATER IN THE SEMESTER.**

*PLEASE MAKE SURE YOU HAVE ANSWERED ALL QUESTIONS ON THE APPLICATION. BLANK, INCORRECT, OR ILLEGIBLE ANSWERS WILL DELAY THE PROCESSING OF YOUR APPLICATION*
Lehman College
Office of Financial Aid
REQUEST FOR FEDERAL DIRECT LOAN

Student’s Information:

1. Last Name: __________________________      First Name: ___________________________        M.I.:_________
2. SSN: ______-____-_________                            EMPL#: _______________     3. Date of Birth: ____/____/_________
4. Permanent Street Address: ____________________________ Apt#: ____ City: _______________ State: ____ Zip: __________
Local Mailing Address (if Different from Permanent Address):
____________________________________________ Apt#: ____ City: _______________ State: ____ Zip: __________
5. Phone #: (_____) ________-_________      6. Lehman E-Mail:_____________________________________________
(Note: All correspondence will be sent to your college email address)

Check One:

___ I want to receive a Subsidized Loan only (Undergraduate Only)

___ If I am not eligible for the amount I have requested as a Subsidized Loan, I will accept all or part of my loan in
Unsubsidized Loan funds.           (Graduate Students are only eligible for Unsubsidized loans)

SUMMER 2013

Anticipated # of Credits
________________________

Total Summer Loan Requested:
$______________________

FALL 2013

Anticipated # of Credits
_____________________

Total Fall/Spring Loan Amount Requested:
$___________________________

SPRING 2014

Anticipated # of Credits
_____________________

Loan requests are processed for the Fall/Spring semesters except where enrollment is for one semester. Loan disbursements will be made in two equal payments for the loan period certified.

I am graduating at the end of Summer 2013.           Yes____   No____
I am graduating at the end of Fall 2013.           Yes____   No____
I am graduating at the end of Spring 2014.           Yes____   No____

Borrower’s Certification

This request form is not a promissory note. I must sign an electronic Master Promissory Note (EMPN) online at
www.studentloans.gov, using my (Federal) Dept. of Education PIN #. I understand that my eligibility for Federal Direct Loans will be
determined in accordance with Federal Law. Further, by signing this application for a student loan I certify that all information
provided is true to the best of my knowledge, and that the proceeds of this loan will be used for educational expenses incurred during
my period of enrollment at Lehman College.

Applicant’s Signature: __________________________      Date: _______________

Intake Counselor’s Signature: __________________________      Date: _______________