

Dear Student:

You have indicated that you are interested in applying for a Direct Student Loan. In order to be considered for a loan, you must have a complete financial aid file, enroll in a least six credit hours in a financial aid eligible program and be making satisfactory academic progress. To be considered, please complete the following steps to assure you receiving a student loan:

1. Complete entrance counseling, required for all borrowers, at <https://studentloans.gov>.
2. Once your entrance counseling has been submitted, sign your Master Promissory Note (MPN) at <https://studentloans.gov>.
3. Apply for a loan by submitting the attached Federal Direct Loan Request form to the Financial Aid Office.

Once you have completed all of the above steps, you will be awarded a student loan and will receive an award letter in the mail. You must log into your Student Portal and select My Financial Aid. **NOTE: You must be in the correct term for the awards to appear.** Click **Accept** in order for the award to be fully processed and applied to your student billing account.

All debt owed to Clarendon College will be deducted from your financial aid award before you may receive a financial aid refund. If the amount of your financial aid award does not cover your obligation, in full, you will be responsible for paying the balance. After your bill is paid, you will receive your excess funds as a financial aid refund within 4 weeks after the first day of class. Disbursement is contingent on your file being complete and your enrollment status.

If you have further questions about the financial aid process, please feel free to contact the Clarendon College Financial Aid Office at (806) 874-4810.

Sincerely,

Financial Aid Office

Financial Aid Office

**Clarendon Campus**  
PO Box 968  
Clarendon, TX 79226  
(806) 874-4809

**Pampa Center**  
1601 W. Kentucky  
Pampa, TX 79065  
(806) 665-8801

**Childress Center**  
1902 Ave. G NW, Ste. 1  
Childress, TX 79201  
(940) 937-2001

## Direct Loan Acceptance Form

Your eligibility for loan funds will be determined based upon your enrollment at Clarendon College, the period of the loan, the educational costs for this period, and the anticipated financial resources you will receive during the period of the loan. Your loan may be subsidized or unsubsidized depending upon your financial need, as determined by the FAFSA.

**Subsidized Stafford:** Students must have unmet financial need as determined by the FAFSA. The government will pay the interest on the loan during the in-school period. The interest rate for undergraduate subsidized loans disbursed after students, the interest rate is a fixed interest rate of 3.76%.

**Unsubsidized Stafford:** If your loan is unsubsidized, the interest will accrue on the loan while you are in school. Students may choose to pay the interest quarterly during the in-school period, or capitalize the interest until repayment of the loan begins. The interest rate is a fixed rate of 3.76%.

**Master Promissory Note:** A promissory note is a binding legal document you sign when you get a student loan. It contains the loan terms and conditions under which you are borrowing and the terms under which you agree to pay back the loan. It is important to read, understand, and save this document. You must complete a new loan acceptance form for each loan period. You must complete a new master promissory note if you are a first-time borrower, if you have changed lenders, or if your loan has been sold to the U.S. Department of Education or other lender/servicer. To determine if your loan has been sold, please review your loans on the National Student Loan database at [www.nslsds.ed.gov](http://www.nslsds.ed.gov). You may also contact your current lender to ensure they have a valid master promissory note on file.

**Repayment Begins:** 6 months after a student graduates or drops below half-time enrollment.

**Enrollment Status:** Students must be enrolled half-time. Half-time for undergraduates is 6 credit hours. Half-time for graduates is 4 credit hours. Students who drop below half-time will have future disbursements cancelled and must complete exit loan counseling. For example, if the student is approved for a fall/spring loan and drops below half-time in the fall, the spring portion of the loan will be cancelled and the student will need to reapply for the loan if they want loan funds for spring. This process can delay the receipt of spring loan funds. For summer loans students must be enrolled in six credit hours and at least one course must be in the regular eight-week summer term.

**Disbursement:** Loan funds are disbursed in accordance with the Federal Student Aid Guidance published by the Department of Education. Additional disbursement rules apply for student's receiving financial aid on a probationary status.

**Cancellation:** You have the right to request cancellation of any part of this loan for a period of up to 14 days after receiving your and submit the written request to the Clarendon College Financial Aid Office.

**Entrance Counseling:** An information session which takes place before the loan is disbursed and is required for all Clarendon College loan borrowers. The session explains your rights and responsibilities as a student loan borrower. Entrance counseling may be completed through an online counseling session, in person with your financial aid counselor, or by mail. For more information, view the Clarendon College financial aid website at <http://www.clarendoncollege.edu/FinAid/finaidhome.html>.

**Exit Counseling:** An information session which must be completed when the student loan borrower ceases half-time enrollment or graduates. The session provides information on your loans and when repayment begins. Exit counseling may be completed through an online counseling session, in person with your financial aid counselor, or by mail. For more information, view the Clarendon College financial aid website at <http://www.clarendoncollege.edu/FinAid/finaidhome.html>.



# Direct Loan Acceptance Form FY 18

Student's Name: \_\_\_\_\_

Student's SSN or ID Number: \_\_\_\_\_

Phone #: \_\_\_\_\_

Email: \_\_\_\_\_

**Please check the period of attendance (only one) for which the loan is needed:**

Fall & Spring     Fall, Spring, & Summer     Fall Only     Spring Only     Summer Only

Annual Loan Limits	Freshman – 29 or Less credit hours	Sophomore – 30 or More credit hours
Subsidized Loans	\$3,500	\$4,500
Unsubsidized Loan	\$2,000 (Dependent) Up to \$6,000 (Independent)	\$2,000 (Dependent) Up to \$6,000 (Independent)

**How much are you requesting:** \$ \_\_\_\_\_ **Loan Type:**     Subsidized     Unsubsidized  
**You must enter an amount. Please do not use the phrase "Maximum amount available".**

**Did you attend another college(s) during the Fall or Spring semesters?                      YES    or    NO**

If Yes, list the college(s): \_\_\_\_\_

**Must read and initial the following:**

- \_\_\_\_\_ Incomplete forms WILL NOT BE PROCESSED.
- \_\_\_\_\_ Subsidized Loan – For students with demonstrated financial need, as determined by federal regulations. No interest is charged while a student is in school at least half-time, during the grace period, and during deferment periods.
- \_\_\_\_\_ Unsubsidized Loan – Not based on financial need; interest is charged during all periods, even during the time a student is in school and during grace and deferment periods.
- \_\_\_\_\_ Minimum of 6 credit hour requirement.
- \_\_\_\_\_ Loans will be disbursed into two equal disbursements. Generally, each disbursement will be half of the total amount requested.  
EXAMPLE: A Fall & Spring loan will be disbursed half for the fall semester and half for the spring semester.
- \_\_\_\_\_ Single term loans are divided into two equal disbursements. The 1<sup>st</sup> disbursement is based on borrower status; the 2<sup>nd</sup> disbursement occurs at the 50 percent point of the term.
- \_\_\_\_\_ If you are a first time student loan borrower, your 1<sup>st</sup> loan disbursement will be disbursed 30 calendar days from the start of the semester.
- \_\_\_\_\_ First time student loan borrowers must complete loan entrance counseling and sign a Stafford Direct Loan Master Promissory note (MPN) online at [www.studentloans.gov](http://www.studentloans.gov).
- \_\_\_\_\_ If you are on financial aid warning, your loan will be disbursed in two 30 day increments: 1<sup>st</sup> loan disbursement will be disbursed 30 calendar days from the start of the term; 2<sup>nd</sup> disbursement will occur approximately 60 calendar days from the semester start date.
- \_\_\_\_\_ Loan amounts are awarded based on Dependency Status (Dependent or Independent student) and the classification of the student (freshman or sophomore). The Financial Aid Office will ultimately determine the type and amount of loan a student is eligible to receive.

**Student Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

**Return this page completed to the Clarendon College Financial Aid Office – Clarendon Campus**

*Clarendon College does not discriminate on the basis of age, sex, color, national or ethnic origin, race, religion, creed, and/or disability in the administration of its educational policies, admission policies, scholarship and loan programs, employment practices, and all institutional programs.*