



# Applying for a FEDERAL DIRECT UNSUBSIDIZED LOAN FALL & SPRING 2019-2020

## Step 1 - Completing Federal Documents – PTS Code G03356

1. The student must complete the **Free Application for Federal Student Aid (FAFSA)**. File on-line at [www.fafsa.ed.gov](http://www.fafsa.ed.gov).
2. The federal government may select items on your FAFSA for a process called Verification. If selected, the student will receive notification from the PTS Financial Aid Office to submit additional forms.
3. New Federal Direct Loan borrowers are required to complete a **Master Promissory Note (MPN)** at <https://studentloans.gov/>
4. Federal regulation mandates that a Federal Direct Loan **Entrance Counseling Session** be completed for all first-time borrowers. This can be completed at <https://studentloans.gov/>

## Step 2 – Completing the PTS Document - Submit to the Financial Aid Office

1. The attached **Federal Direct Loan Request Form** allows the Financial Aid Office to complete your loan. Your loan cannot be completed without this signed request. This form is also used to comply with government regulations concerning over-awards to borrowers.

## Review

- Free Application for Federal Aid (FAFSA)** [www.fafsa.ed.gov](http://www.fafsa.ed.gov)
- If notified by the Financial Aid Office; verification items**
- Federal Direct Loan Master Promissory Note** <https://studentloans.gov/>
- Federal Direct Loan Entrance Counseling** <https://studentloans.gov/>
- Pittsburgh Theological Seminary Direct Loan Request Form**

PLEASE NOTE: Additional forms must be submitted for a Federal Graduate Plus Loan, Summer Federal Direct Loan, & the January (J-Term) Federal Direct Loan

Return to: PTS Financial Aid Office 616 North Highland Ave Pittsburgh, PA 15206  
Fax 412-924-1783: Per the Department of Education: Do NOT e-mail the completed form.

# 2019– 2020 Fall & Spring PTS Federal Direct Loan Request Form

Federal Direct Loan	Maximum Loan per Academic Year	Interest rate	Fee
Graduate Students	\$20,500	Set July 1, 2019	Set October 1, 2019

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Print Name _____	PTS Mailbox # _____	
Social Security Number _____	Birth Date _____	Degree (M.Div., MAPS) _____

(Information required for Financial Aid Office to access the Free Application for Federal Student Aid & National Student Loan Clearinghouse)

**1. Dollar amount of Federal Direct Loan Requested:**

I would like to borrow \$ \_\_\_\_\_ (up to \$20,500/year)

**2. Originate my 2019 - 2020 Federal Direct Loan for:**

A loan is automatically originated for the two semesters in an academic year which pays into the student's account in equal disbursements. You may request a loan period other than the combined semesters; fall-only or spring-only. Please note: separate Request Forms are required for the summer &/or the January classes.

- Fall and Spring Semesters (default)  
 Fall Semester Only                       Spring Semester Only

**3. Anticipated Registration:**    \_\_\_/credits Fall Semester    \_\_\_/credits Spring Semester

**4. Costs incurred for daycare of dependents \$ \_\_\_\_\_ /month # \_\_\_\_\_ children ages \_\_\_\_\_**  
 To qualify for additional loan funds DOCUMENTATION OF CHILDCARE COST MUST BE SUBMITTED: include periods of class time, study time, field work, internships, and commuting.

**5. \_\_\_ I DECLINE the Book Advance:**

PTS will automatically issue a Book Advance prior to the start of each semester. The student will repay the advance when the loan disburses. A student must be enrolled at least half-time and the loan approved ten days before the term begins to qualify. Check only if you wish to decline the advance.

**6. Outside sources of help that you anticipate receiving for the 2019 – 2020 academic year:**

To comply with regulations concerning over-awards, PTS must have accurate information regarding aid that you may receive during your Federal Direct Loan period. Having current information lessens the risk and consequences of being over-awarded which could cause funds to be returned.

Home Congregation Grant	\$ _____	Presbyterian Study Grant	\$ _____
Denomination Grant/Loans	\$ _____	Outside Scholarships/Grants	\$ _____
Veteran's Benefit	\$ _____	Other	\$ _____

*I understand that it is my responsibility to keep the Financial Aid Director informed regarding the status of my outside sources of aid. If any change in outside aid occurs, I will update this information. I certify by my signature that I will use my Federal Direct Loan funds received solely for costs associated with my enrollment and attendance at the Pittsburgh Theological Seminary.*

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

*I give permission for the Seminary Business Office to use the loan proceeds to pay all of my charges on my Pittsburgh Theological Seminary account.*

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_