



Graduate/Professional student FAFSA filers are eligible to apply for a Federal Direct PLUS Loan which can be used towards his/her education at Chestnut Hill College. The Federal Direct PLUS Loan is a federally sponsored loan that is available these students. It features a fixed interest rate and long-term repayment options. While graduate students of all income levels are eligible, a credit-worthiness evaluation is required. Graduate students may borrow up to the cost of attendance minus any other aid received annually. All Federal Direct PLUS Loans are subject to an origination fee of 4.272% which is automatically deducted from each disbursement before crediting to the student's account. Graduate/Professional students also must be enrolled at Chestnut Hill College for at least half-time in any semester to be eligible.

**APPLICATION PROCESS FOR A FEDERAL GRADUATE PLUS LOAN AT CHESTNUT HILL COLLEGE:**

1. Student must have successfully submitted the 2016-2017 Free Application for Federal Student Aid (FAFSA) which is available online at [www.fafsa.ed.gov](http://www.fafsa.ed.gov).
2. Only Graduate/Professional Students are eligible to apply for this type of loan funding. Undergraduate students (whether dependent or independent) do not qualify for this type of loan funding.
3. You must have a valid FSA ID and Password; one can be created at [www.fsaid.ed.gov](http://www.fsaid.ed.gov).
4. You must go through a credit application process online at [www.studentloans.gov](http://www.studentloans.gov).
  - a. You must 'Sign In' to the site using your personal information and FSA ID.
  - b. Once signed in, click the link that states 'Apply for a PLUS Loan', then click 'Complete PLUS Request for Graduate/Professional Students.'
  - c. On the credit application, be certain that your full name, date of birth, and social security number are correctly listed on your credit application. Incomplete or incorrect student information can cause delays or ultimately prohibit your PLUS loan from processing at Chestnut Hill College. You have the option to apply for a 'Maximum Amount' up to cost of attendance or a specific amount.
  - d. The loan year on your credit application must be specified as the 2016-2017 academic year. Loan periods are defined as the following:
    - i. Full Academic Year: August 2016 – May 2017
    - ii. Fall Only: August 2016 – December 2016
    - iii. Spring Only: January 2017 – May 2017
    - iv. Summer: May 2017 – July 2017
  - e. Successfully complete and submit all sections of the credit application, including the Default Certification section. Populate the school's information as Chestnut Hill College.
5. If your loan is approved, you must complete and submit the Graduate PLUS Loan Master Promissory Note (MPN) at [www.studentloans.gov](http://www.studentloans.gov). Chestnut Hill College will electronically receive the results of your credit application and submitted MPN within 48 hours.
6. Print and save a copy of your credit notification and MPN for your permanent records. **Also, make a special note of your Loan Application/Reference Number.**
7. Students who are approved for a Federal Direct PLUS Loan with an endorser or with an approved credit appeal MUST complete online PLUS Loan Entrance Counseling at [www.studentloans.gov](http://www.studentloans.gov).
8. Please complete the attached form in order to certify the Federal Direct PLUS Loan on behalf of your student for the 2016-2017 Academic Year.

Please return this worksheet to:

Student Financial Services, 9601 Germantown Avenue, Philadelphia, PA 19118

Fax: (215) 242-7705

Email: [finaid@chc.edu](mailto:finaid@chc.edu)



**Student Financial Services**

**2016-2017 Graduate PLUS Loan Request Form**

Student Name: \_\_\_\_\_ Student ID#: \_\_\_\_\_

*Last First Middle*

Student SSN: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ Student Date of Birth (MM/DD/YY): \_\_\_\_\_

Student Telephone: (\_\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ Student Email: \_\_\_\_\_

2016-2017 Federal Direct PLUS Loan Application/Reference Number: \_\_\_\_\_

*Provided upon credit approval from [www.studentloans.gov](http://www.studentloans.gov)*

Loan Period (check only one): \_\_\_\_\_ Fall & Spring \_\_\_\_\_ Fall Only \_\_\_\_\_ Spring Only \_\_\_\_\_ Summer

**SELECT ONLY 1 OF THE FOLLOWING OPTIONS:**

CERTIFY MAXIMUM ALLOWABLE AMOUNT UP TO COST OF ATTENDANCE

By selecting this option you acknowledge that Cost of Attendance is inclusive of tuition, housing, books, transportation, and living expenses (both billable and non-billable charges). **Amount cannot exceed Cost of Attendance OR your credit approval amount (whichever is less)**

CERTIFY A SPECIFIC LOAN AMOUNT

\$ \_\_\_\_\_

By selecting this option you authorize Chestnut Hill College to ONLY certify the amount you list above. Loan amounts can be adjusted with written authorization from the borrower. **Amount cannot exceed Cost of Attendance OR your credit approval amount (whichever is less)**

**ACKNOWLEDGEMENT & AUTHORIZATION**

I attest that all information listed above is accurate. I hereby authorize Chestnut Hill College to certify a Federal Direct PLUS Loan in my name for the 2016-2017 academic year.

Borrower Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Please return this worksheet to:  
Student Financial Services, 9601 Germantown Avenue, Philadelphia, PA 19118  
Fax: (215) 242-7705  
Email: [finaid@chc.edu](mailto:finaid@chc.edu)