



ICC-Financial Assistance Office  
1 College Drive  
East Peoria, IL 61635-0001  
Phone: (309) 694-5311  
Fax: (309) 694-5160

**2018-2019**

## **Federal Direct PLUS Loan Application Procedures**

### **ELIGIBILITY:**

PLUS loans may be submitted once the student has received their award letter and the student is registered for the current academic semester. Students must be enrolled in an eligible program leading to a certificate or degree and be registered for at least six (6) eligible credit hours for any semester of attendance covered by the PLUS loan.

### **LOAN FORMS SUBMISSION CHECKLIST:**

The following forms must be complete and submitted before loans may be certified by the Financial Assistance Office:

1. Copy of Direct PLUS Loan Agreement/Master Promissory Note (MPN)
2. Federal Direct Plus Loan Acceptance Form

### **LOAN AGREEMENT/PLUS MASTER PROMISSORY NOTE (MPN):**

The loan promissory note is completed on line at <https://studentloans.gov>. This is your **promise to repay** the parent loan and it is a legally binding document. **Your MPN is not submitted until you receive the message "Thank you for completing your MPN."** If you have questions with this process, please contact **Student Loan Support Center at 800-557-7394**.

### **INTEREST RATE AND LOAN FEES:**

Interest rates are established every June for the upcoming award year of July 1 through June 30<sup>th</sup>. The interest rate determined is fixed for the life of the loan. There is a 4.264% loan origination fee on all Direct PLUS Loans disbursed prior to October 1, 2018. A new fee will be established for loans disbursed on or after October 1, 2018. The fee is proportionately deducted from each loan disbursement.

### **PROCESSING:**

Loans will be certified for the amount requested or for the amount of eligibility up to the cost of attendance (if less than requested). If the student is enrolled less than full-time or enrolled in all short duration courses (less than 16 weeks), the cost of attendance is adjusted to reflect actual enrollment. **Any change in enrollment status after the loan is certified by the College may require recalculation and revision of your original loan amount.**

If your application is submitted prior to the tuition due date, the student will be held in classes. If he/she decides **not to attend** ICC, they must **officially withdraw** from classes within the refund period to avoid tuition charges.

### **DISBURSEMENT OF FUNDS:**

- Federal Loan Regulations prohibit the disbursement of loan funds for first-time borrowers until 30 days following the start of the semester.
- Loans are disbursed in two payments during the loan period. A Fall/Spring loan will have a disbursement during each semester. A one semester loan will have two disbursements during the semester; the second occurring after midterm.
- Loan funds are disbursed directly to the student account. Charges owed to the College will be paid and any excess loan funds will be disbursed to the parent. Loan refunds are issued no later than two weeks after funds are credited to the student account.

### **WITHDRAWING FROM CLASSES (returning money to the Federal Government)**

If a recipient of financial aid withdraws or stops attending all classes during a period of enrollment, the school must calculate the amount of aid the student **earned** up through the last date of attendance. Unearned aid (including loans) must be returned to the federal financial aid programs (Title IV Programs). Federal financial aid (Title IV Programs) includes Pell grant, SEOG and Federal Stafford and PLUS loan programs. When a student withdraws before completing 60% of the semester, a calculation of return of funds will be performed to determine the amount to be returned. This is called Return to Title IV. When it is necessary to return loan funds, ICC is required to return the money to the federal government that was disbursed to the student and the student will be required to reimburse ICC for the repayment amount.

### **SITUATIONS THAT MAY DELAY OR CANCEL YOUR LOAN:**

- ENROLLMENT IN 12 WEEK and SECOND EIGHT-WEEK COURSES may delay your loan until after these classes start.
- A DECREASE IN YOUR CREDIT HOURS ENROLLED after your loan is certified may require a recalculation of your loan eligibility.
- DROPPING BELOW SIX (6) CREDIT HOURS will result in cancellation of undisbursed loan funds.



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## 2018-2019 FEDERAL DIRECT PLUS LOAN ACCEPTANCE FORM

This form is a request for the Office of Financial Assistance to process a parent PLUS loan. You must also complete the Loan Agreement/PLUS Loan Master Promissory Note (MPN) on line with the U.S. Department of Education at <https://studentloans.gov>. Do not leave any items blank. All information is needed for loan certification.

Parent Name \_\_\_\_\_ Soc. Sec. # \_\_\_\_\_

Parent Address: \_\_\_\_\_ Phone # \_\_\_\_\_

County \_\_\_\_\_

Parent's Date of Birth: (mm/dd/yy) \_\_\_\_\_

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

Student's Anticipated Graduation Date from Illinois Central College \_\_\_\_/\_\_\_\_ (month/year) **Must Complete**

Amount Requested: \$ \_\_\_\_\_

Please indicate the semesters to be included in your loan period (check only one). All loans are disbursed in two payments during a loan period, including one semester loans. This is required by Federal Regulation.

Loan Period: **Check only ONE loan period.**

\_\_\_ Fall/Spring Semesters    \_\_\_ Fall Semester    \_\_\_ Spring Semester    \_\_\_ Summer Semester

**Please check one**

- I give permission for the Loan refund to be issued to the student.
- Issue loan refund to me, the parent borrower.

Parent Borrower's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parent Borrower's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

It is the policy of this college that no person, on the basis of race, color, religion, gender, notational origin, age, disability, sexual orientation, or veteran's status, shall be discrimination against in employment, in educational programs and activities, or in admission. Inquiries and complaints may be addressed to the Compliance Officer, Diversity Department.