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UTSA ID

Student's Last Name

Student's First Name

2011-2012 UTSA Parent PLUS Request Form

Office of Student Financial Aid and Enrollment Services (SFAES)
University of Texas at San Antonio, One UTSA Circle, San Antonio, Texas 78249-0687
1-800-669-0919 Fax (210) 458-4638 financialaid@utsa.edu www.utsa.edu/financialaid

This form is to be completed by parents that have been approved for the 2011-2012 Federal Direct Parent PLUS Loan on www.studentloans.gov. Please visit the UTSA Parent PLUS Loan website http://www.utsa.edu/financialaid/Loans/parentplus.html for additional information regarding the Parent PLUS Loan application process.

All information on this form is to be completed by the parent borrower.

STEP 1: PLEASE CHECK ALL THAT APPLY

❖ Have you applied for the 2011-2012 Federal Direct Parent PLUS Loan on www.studentloans.gov?

☐ Yes

☐ No **If no, do not submit this form until you have completed the online application process.**

❖ Have you been approved for the 2011-2012 Parent PLUS Loan on www.studentloans.gov?

☐ Yes

☐ No **If you have been denied, do not submit this form. Please refer to our website http://www.utsa.edu/financialaid/pdf/1112/plusloaninfo.pdf for information regarding your denial options.**

❖ Have you signed a Federal Direct Parent PLUS Loan Master Promissory Note (MPN)?

☐ Yes

☐ No **If no, you must complete the MPN process on www.studentloans.gov for your loan to disburse.**

❖ Has your student completed the 2011-2012 FAFSA?

☐ Yes

☐ No **If no, do not complete this form. Your student is required to complete the 2011-2012 FAFSA to be eligible for this loan. The FAFSA is available on www.fafsa.ed.gov.**

IMPORTANT REQUIRED DOCUMENTATION:

❖ If you are ***not*** the parent listed on the 2011-2012 FAFSA, you must submit a legible copy of your **Social Security card** along with your **driver's license**.

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Date Received in SFAES: _____

Entered on RRAAREQ by: _____

Processed by: _____

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STEP 2: PARENT BORROWER INFORMATION

Parent First Name: _____ MI: _____ Last Name: _____
NOTE: List your name as it appears on your Social Security Card

Parent Social Security Number: _____ Parent Date of Birth: _____
Disclosure of your social security number (SSN) is requested from you in order for the University of Texas at San Antonio to access your student's records. No statute or authority requires that you disclose your SSN for that purpose. Failure to provide your SSN, however, may result in a delay in processing your request. Further disclosure of your SSN is governed by the Public Information Act (Chapter 552 of the Texas Government Code) and other applicable law.

Home Phone Number: (_____)_____ Parent Email Address: _____

Parent Citizenship Status (Please check one):

☐ US Citizen ☐ Eligible Non-Citizen (Alien Registration # A_____)

Please submit a legible copy of your permanent residency card.

Relationship to student: (check one) ☐ Mother ☐ Father ☐ Step-Mother ☐ Step-Father

STEP 3: LOAN INFORMATION

- **Requested Loan Amount:** $_____(do not write "Full Award" or "Max" as we cannot process that request)
- Please check-mark how you would like your loan to be disbursed (check only one option):

  ☐ **Fall 2011 only** ☐ **Fall 2011/Spring 2012** ☐ **Spring 2012 only** ☐ **Summer 2012**

- Are you in default with a Federal Education Loan, or do you owe a refund on a Federal Student Grant? (Please check one)

  ☐ **No** ☐ **Yes** **If yes, you are not eligible for the loan.**

- Per Federal Regulations applicable to the Direct Loan Program, the Parent PLUS loan disbursement will be applied to the student's billing account. Any refund generated will be delivered as you specify below (please check-mark one):

  ☐ **Send refund to the student**

  ☐ **Send refund to the parent** (Parent refund checks are a manual process and will be mailed to the address you provided on the application made on www.studentloans.gov)

STEP 4: CERTIFICATION AND SIGNATURE

- I understand that I am indicating my interest in a 2011-2012 Direct Parent PLUS Loan and this information is intended for the collection of certification and disbursement information only.
- During peak seasons, there may be a 5-7 business day processing time for the request.

Parent Signature: _____ Date: _____

PRIVACY NOTICE

With a few exceptions, you are entitled to be informed about the information U.T. San Antonio collects about you. Under Sections 552.021 and 552.023 of the Texas Government Code, you are entitled to receive and review this information. Under Section 559.004 of the Texas Government Code, you are entitled to have U.T. San Antonio correct information about you that is held by us and that is incorrect, in accordance with the procedures set forth in the University of Texas System Business Procedures Memorandum 32. The information that U.T. San Antonio collects will be retained and maintained as required by Texas records retention laws (Section 441.180 et. seq. of the Texas Government code) and rules. Different types of information are kept for different periods of time.

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Date Received in SFAES: _____

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RRAAREQ Code: PLSREQ, PLSRQ2, PLSRQ3
Revised on 6/7/2011

Webx Code: FA_PARENT_PLUS