



Harvard University Extension School

Division of Continuing Education

Student Financial Services, 51 Brattle Street, Cambridge, Massachusetts 02138-3722 • (617) 495-4293 • (617) 495-2921 fax • sfs@dcemail.harvard.edu

Request for Private Education Loan Certification Academic Year 2009–10

Certification of private education loans is based on the cost of attendance for your planned enrollment. For students not admitted to a degree, certificate, or Health Careers program, private education loans will be limited to a maximum of three semesters, not to exceed \$25,000. Private education loans are primarily intended to cover tuition and fees, books and transportation, and are designed to be a supplement to your other financial resources. To apply and receive loan certification you must:

- Complete the lender’s loan application and be pre-approved pending a credit check and data verification by the lender.
- Complete and submit this form to Student Financial Services.

The loan certification process may take up to two weeks. In order for you to be able to use your anticipated loan funds to register before the end of the late registration period, Student Financial Services must receive both your loan approval and this form **by the first day of classes**. Student Financial Services certifies the following for your lender.

- your enrollment plans
- that the amount you requested fits within the standard cost of attendance for your planned enrollment

The 2009–10 standard Cost of Attendance Budget for enrollment of half time (8 credits per term) or more is:

| Term | Fall or Spring (4.5 months) | Fall and Spring (9 months) |
|--|--------------------------------|-------------------------------|
| Housing and food | \$ 8,549 | \$ 17,098 |
| Books and supplies | \$ 354 | \$ 708 |
| Miscellaneous | \$ 1,495 | \$ 2,990 |
| Transportation | \$ 406 | \$ 812 |
| Tuition + Fees (determined by your course selection) | \$ | \$ |
| Total | \$ | \$ |

If you will be attending less than half time (6 credits or less per term), only tuition and fees, books and supplies, and transportation will be included in your Cost of Attendance Budget.

Once your loan is certified:

- Review your student account online at www.extension.harvard.edu. Funds will appear either as a credit to your student account or as an anticipated credit, which allows you to register.
- Your lender will notify you when your loan funds have been disbursed to Student Financial Services.

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