



# HARVARD 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 Student Loan Certification

## Academic Year 2016–17

Certification of private student loans is based on the cost of attendance for your planned enrollment. For students not admitted to a degree or Pre-medical program, private student loan certifications will be limited to a maximum of three semesters, not to exceed a total of \$25,000 for students seeking a degree, and \$15,000 for students seeking a professional certificate. Private student loans are primarily intended to cover tuition and fees, books and transportation, and are designed to be a supplement to your other financial resources.

Private student loans may not be certified for students who are not in good academic standing. To be eligible and maintain eligibility for private student loan certification, you must complete at least half of the courses you attempt with the following grade minimum: B for undergraduate/graduate students; B-minus for Premedical students.

### To apply and receive loan certification you must:

1. complete the lender's loan application using the school code: 00215503
2. receive approval following a credit check and data verification by the lender
3. complete and submit this form to Student Financial Services
4. receive confirmation from Student Financial Services regarding the loan amount that will be certified

The loan certification process may take up to two weeks. Additional processing time may be required by your lender. 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 this form and your loan approval by the first day of classes.

### Student Financial Services certifies the following for your lender:

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

### 2016–17 standard cost of attendance budget for enrollment of half time (8 credits per term) or more.

	FALL OR SPRING TERM (4.5 months)	FALL AND SPRING TERMS (9 months)
Housing and food	\$ 9,000	\$ 18,000
Books and supplies	\$ 350	\$ 700
Miscellaneous	\$ 1,500	\$ 3,000
Transportation	\$ 400	\$ 800
Tuition + Fees (determined by your course selection)	\$	\$
<b>Total</b>	\$	\$

If you will be enrolling less than half time (7 credits or fewer 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 extension.harvard.edu. Funds will appear either as a credit to your student account or as an anticipated credit, which allows you to register.
- Changing your enrollment may impact your loan eligibility.

Continued on next page.

LEGAL NAME					
Last (family name)	First	Middle			
SOCIAL SECURITY NUMBER					
<input type="text"/> <input type="text"/> <input type="text"/> - <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	DCE ID NUMBER (if known)				
	@ <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	<th colspan="3" style="text-align: left; padding: 2px;">DATE OF BIRTH (example: MAY 16 1990)</th>	DATE OF BIRTH (example: MAY 16 1990)		
	(see extension.harvard.edu/login if unsure)	<input type="text"/> <input type="text"/> <input type="text"/> / <input type="text"/> <input type="text"/> / <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>			
	Month (MMM)	Day (DD)	Year (YYYY)		
CURRENT MAILING ADDRESS					
Street					
City	State	Zip/Postal code			
E-mail address (Please provide only one e-mail address.)					
Telephone number (including area/country code)	Work telephone number (including area/country code)	Cell phone number (including area/country code)			

Check the academic program to which you are admitted or intend to be admitted:

LIBERAL ARTS DEGREES	PROFESSIONAL DEGREES	UNDECIDED
<input type="checkbox"/> Associate in Arts (AA) <input type="checkbox"/> Bachelor of Liberal Arts (ALB) <input type="checkbox"/> Master of Liberal Arts (ALM)	Master of Liberal Arts (ALM) in <input type="checkbox"/> Biotechnology <input type="checkbox"/> Mathematics for Teaching <input type="checkbox"/> Information Technology <input type="checkbox"/> Museum Studies <input type="checkbox"/> Journalism <input type="checkbox"/> Sustainability and <input type="checkbox"/> Management                              Environmental Management	<input type="checkbox"/> Undergraduate credit <input type="checkbox"/> Graduate credit
OTHER		
<input type="checkbox"/> Premedical Program <input type="checkbox"/> Professional Certificate		

When do you expect to complete your studies? \_\_\_\_\_  
MMM/YYYY (example: JUN/2016)

Check the number of credits in which you plan to enroll. Your loan certification will be based on the enrollment indicated here.

**Fall**     4 credits     8 credits     12 credits     16 credits     Internship/Thesis     Other \_\_\_\_\_  
**Spring\***  4 credits     8 credits     12 credits     16 credits     Internship/Thesis     Other \_\_\_\_\_  
\*including January session

Check your housing status:     off campus     with my parents

Indicate the name of your lender and the type of loan for which you are applying:

Lender	Loan type
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Indicate the total loan amount you are requesting:    \$ \_\_\_\_\_

**The maximum loan amount that may be certified is your cost of attendance minus any other aid you will receive.**

I certify that all of the above information is true and complete to the best of my knowledge. I understand that I am responsible for updating my financial aid application information if there are changes during the course of my 2016–17 enrollment.

\_\_\_\_\_

Student's signature Date