



Office of Student Accounts
 500 17th Street, NW
 Washington, DC 20006
 Phone# 202 639 1818
 Fax# 202 737-6921

Federal Parent Plus Loan Processing Form for 2007-2008

Effective October 1, 1992, Federal regulations require that PLUS loan proceeds be delivered through the student's school and applied to the student's account. Credit balances created by the PLUS loan proceeds must be returned to the parent borrower, or the parent borrower may authorize the College to issue a credit balance check to the student. Please make your selection on this authorization form and return it to the mailing address or fax number provided above with in five business days of receipt. If the authorization form is not received with in the specified time, without exception, a credit balance check will be issued in the parent borrower's name. *THIS DOCUMENT IS TO BE COMPLETED BY THE PARENT BORROWER WITH STUDENT'S NAME AND TELEPHONE NUMBER IF OPTION II IS SELECTED

NAME OF PARENT BORROWER:

Please Print Full Name

NAME OF STUDENT:

Please Print Full Name

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|---|-----------|--------------------------|
| Please Select and Complete Option I or II (Note: Partial Checks Will Not Be Issued) | | |
| ___ OPTION I (Credit Balance Check Issued to Parent Borrower) | | |
| I, _____, request a refund of the credit balance on the referenced account. The check shall be issued in the parent borrower's name and mailed to: | | |
| Print Parent's Name | Signature | Date |
| Address | | Apt# |
| City | State | Zip code |
| Daytime Phone Number | | |
| ___ OPTION II (Credit Balance Check Issued to Parent Borrower) | | |
| I, _____, authorize any credit balance check to be issued to the student. A copy of the parent borrower's driver license must accompany this request. | | |
| Print Student's Full Name | | Daytime Telephone Number |
| Parent's Signature | | Date |