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|  | **DIRECT LOANS**  **APPLICATION COVER SHEET** |  |

Please complete clearly in typescript. Ensure **ALL** sections are completed.

**1. STUDENT DETAILS**

|  |  |
| --- | --- |
| **Surname** |  |
| **First Names** |  |
| **Title (Mr/Ms etc)** |  |
| **DoB (mm/dd/yyyy)** |  |
| **UCL Student Number (on offer letter)** |  |
| **FAFSA Data Retrieval Number (DRN)** *Leave blank if you are not sure* |  |
| **US address as on loan documents** |  |
| **US and UK correspondence addresses and email** | **We will use the contact details you maintain on your UCL student records (Portico) for all communications. Please ensure these are accurate at all times.** |
| **Received U.S Direct Loan(s) before?** | **Yes/No (delete as appropriate)** |

**2. PROGRAMME DETAILS**

|  |  |  |
| --- | --- | --- |
| **Program Title** |  | |
| **CIP Code** |  | Find the 6 digit code here which best matches your course:  [**https://nces.ed.gov/ipeds/cipcode/browse.aspx?y=55**](https://nces.ed.gov/ipeds/cipcode/browse.aspx?y=55) |
| **Mode of Study** | **Full-Time / Part-Time / Other (delete as appropriate)** | |
| **Year (e.g. 1st, 2nd, 3rd)** |  | |
| **Start Date** |  | |
| **End Date** |  | |
| **Is any part of your program ineligible according to the regulations detailed on** <https://www.ucl.ac.uk/scholarships/us-student-financial-aid/us-loans-terms-and-conditions>  **(give details – if in doubt, ask us)** | **Please read the Terms and Conditions provided for details of eligibility. If in doubt contact us on** [us-cdn-loans@ucl.ac.uk](mailto:us-cdn-loans@ucl.ac.uk)  **Yes / No**  (delete as appropriate, if Yes, give details) | |

**3. LOAN AMOUNTS TO BE REQUESTED**

Refer to CoA Calculator on our loans webpage before completing this page

|  |  |
| --- | --- |
| **Loan Type** | **Enter amount in US$** |
| **Direct Subsidised1** |  |
| **Direct Unsubsidised** |  |
| **Direct Parent Plus** |  |
| **Direct Graduate Plus2** |  |
| **Private Student Loan** |  |

#### 1 Please note postgraduates are not entitled to a Direct Subsidised Loan but may apply for up to $20,500 from the Direct Unsubsidised Loan.

#### 2 Loan Origination fees are charged for Title IV Funds; these are taken before any funds are disbursed to you. If you have taken out a PLUS loan, we will automatically add the cost of loan fees to your requested amount, so that you have adequate funds for your cost of attendance. Details of these loan fees will be included in the Notification of US Loans email. You can see details of the loan origination fees here: <https://studentaid.ed.gov/sa/types/loans/interest-rates>

**If your requested amount exceeds the loan limits or our maximum Cost of Attendance we will reduce it to the maximum allowed unless pre-arranged with the Student Funding Office.**

**4. ADDITIONAL FUNDING (Estimated Financial Assistance)**

Please list any scholarships, grants or other sources of funding you are receiving for the academic year for which you are applying for loans. Do not include savings or personal gifts / loans unless you want us to deduct them from your COA.

|  |  |  |
| --- | --- | --- |
| **Description / Source** | **Amount of Funding (USD or GBP)** | **Intended Use** |
|  |  |  |
|  |  |  |

**5. Checklist – Please ensure each of the following documents is included in your application pack for a Direct Loan at UCL:**

|  |  |
| --- | --- |
| **Completed** | **Documents to be enclosed:** |
|  | **Copy of MPN for each loan** |
|  | **Copy of notification of completing Entrance Counselling** |
|  | **Copy of credit check results** |

**6. APPLICANT’S DECLARATION**

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| --- |
| **Confidentiality - Data Protection Act (2018)**  UCL’s privacy notices for current and prospective students set out how any personal data we collect will be processed.  The full notice for current students can be found [here](https://www.ucl.ac.uk/legal-services/privacy/student-privacy-notice). The full notice for prospective students can be found [here](https://www.ucl.ac.uk/legal-services/privacy/ucl-prospective-students-enquirers-and-applicants-privacy-notice).  The information provided in this application will be processed by the UCL Student Funding Office for the purposes of determining your eligibility for financial aid.  The information you have provided may also be shared with other UCL departments for information verification purposes, including your academic department, Visa Compliance and Access & Admissions teams.  The US Department of Education require UCL to share information relating to your program and enrolment status throughout the year in order for your loans to be released and maintained, and you consent to this data being shared. We will only do so where this is necessary to maintain your loans. These terms are in addition to the terms and conditions specified on your Master Promissory Note(s) with regard to data sharing.  The UK GDPR provides you with a number of rights concerning your personal data. Please visit the University Data Protection [webpages](https://www.ucl.ac.uk/data-protection/reporting-breach-personal-data/individual-rights-including-subject-access-requests-sars) for further information. If you have any queries, concerns or complaints about how UCL uses your personal data, please contact the UCL Data Protection Office at [data-protection@ucl.ac.uk](mailto:data-protection@ucl.ac.uk) (please see our [FAQs](https://www.ucl.ac.uk/data-protection/data-protection-frequently-asked-questions) for general queries). |

**student DECLARATION**

**Your application will not be valid unless this section is signed and dated:**

*By submitting this application to UCL on:*

|  |
| --- |
|  |

*(Submission Date – DD/MM/YYYY)*

*I,*

|  |
| --- |
|  |

*(Print Name)*

*Declare that:*

* *I have read and understood the Data Protection statement*
* *To the best of my knowledge, the information on this application is accurate and complete. I understand that my application is valid only if all required information is provided and all required supporting documents are enclosed.*
* *I understand that giving false information will automatically disqualify my application.*
* *I have read and understood the full terms and conditions of my loans as detailed in my Master Promissory Notes and*
* *I confirm that I will inform the Student Funding Office immediately of any funding or income not included in my Free Application for Federal Student Aid (FAFSA) and in the Student Aid Report provided to the Student Funding Office.*
* *I understand that earned income must be included in the FAFSA and may affect my Estimated Family Contribution (EFC).*
* *I undertake to provide the Student Funding Office with a new Student Aid Report should I be issued one.*
* *I give my permission to UCL to share information on my behalf regarding my student status and enrolment details to my past and present Lenders, Guarantors and the US Department of Education.*
* *I agree to inform the Student Funding Office if there are any changes to my enrolment status at UCL.*

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*Type name (this will be taken as your signature)*

**IMPORTANT: if emailing this document without a signature, you must type in your name and send it from the email address you gave on your UCL admissions application.**

**7. Please email this Cover Sheet and documents to** [us-cdn-loans@ucl.ac.uk](mailto:us-cdn-loans@ucl.ac.uk)