

The Parent Loan for Undergraduate Students (PLUS) Loan gives parents the option to finance their student's college education. In most cases, parents can borrow as much as they need to pay for any remaining balance on the student's bill. Federal Parent PLUS Loans cannot be used to pay for a previous academic year. Repayment of this loan begins within 60 days after the final disbursement of the academic year with a 10-year repayment term. Some lenders allow postponement of payments or forbearance. Federally mandated credit checks are required for all PLUS Loans and a credit report will be obtained from a national credit bureau. The lender does not look at assets; however, you must not have adverse credit, for example, bankruptcy and debts more than 90 days past due.

THREE EASY STEPS FOR PARENTS

- 1) In order for the Student Loan Office to process a PLUS Loan, you must be pre-approved for the loan. Our recommended lenders are listed below. Please call or go to the web site to obtain pre-approval. Please note that this is only the approval part of the process and the actual application will still need to be completed and submitted to the lender.
- 2) Once you are pre-approved for a PLUS Loan, the lender you selected will either mail you a Master Promissory Note (MPN) or offer you the option to e-sign the application. The lender will instruct you in regards to completing the application process. Please fill it out completely and return it to the lender you selected.
- 3) Please complete and return only **this form** to the address listed below. **In order to finalize processing of the PLUS Loan you requested, you must provide the amount you wish to borrow in the space provided.**

Recommended Lenders for PLUS Loans	
Chase Manhattan 800-487-4404 www.ecmc.org Lender Code 803000	Citibank 800-967-2400 www.ecmc.org Lender Code: 826878
Key Bank 800-539-5363 https://www.key.com/html/H-1.32.a3.html Lender Code 811025	College Foundation Inc. 866-866-CFNC www.cfnc.org Lender Code: 807037
Wachovia 800-347-7660 www.ecmc.org Lender Code: 830005	AMS 888-272-5543 www.opennet.salliemae.com Lender Code: 833067

If you plan to borrow a PLUS Loan through another lender not listed on our Recommended Lender list above, please provide this form along with the promissory note obtained through that Lender with exact mailing/contact information.

The maximum amount you may borrow is the difference between the cost of education (tuition, fees, books, housing, etc.) and the financial aid your son or daughter receives.

Please be advised that Duke University can only certify an amount that covers the cost of educational expenses for your student. If you are unsure how much you need to borrow, please call the Student Loan Office at 919-660-3630.

TELL US HOW MUCH YOU WISH TO BORROW

Loan Period (month/year): From: _____ To: _____

Requested PLUS Loan Amount: \$ _____ Lender Name: _____

Name of Student (please print) _____

Student ID (if known): _____

Name of Parent Borrower (please print) _____

Parent Borrower SSN: _____ - _____ - _____

Signature of Parent Borrower: _____ Date: _____

Please mail or fax this completed form to:

Duke University Student Loan Office
2106 Campus Drive P.O. Box 90755
Durham, NC 27708

Fax: 919-684-6132

This document must be completed, signed and returned to Duke University in order for us to process your PLUS Loan.