York College Direct Student Loan Application Process
Federal Direct Subsidized/Unsubsidized Loan

BEFORE submitting the Federal Direct Loan Application, you must **MEET ALL** of the following criteria:

- Completed **FAFSA** (www.fafsa.ed.gov) application, including **Verification**, if selected.
- Be in **good Satisfactory Academic Progress** standing.
- Registered for a minimum of **6 credits** at York College.
- Be a **matriculated student** (registered in a degree program).
- Have a valid **Entrance Counseling Interview**. If you did an **Exit Counseling Interview**, you must complete a new **Entrance Counseling Interview** (www.studentaid.gov). [To expedite process, also have a valid Student Loan Agreement for current school year (MPN).]

DEADLINES:	**SUMMER 2024**	**FALL 2024**	**SPRING 2025**
Priority:	**May 24, 20204**	**June 28, 2024**	**December 13, 2024**
Submission:	**June 15, 2024**	**November 15, 2024**	**May 2, 2025**

ACADEMIC YEAR LIMITS

Undergraduate	Sub DEP/ Sub & Unsub		Independent
Freshman	$3,500	$5,500	$9,500
Sophomore	$4,500	$6,500	$10,500
Junior	$5,500	$7,500	$12,500
Senior	$5,500	$7,500	$12,500
Graduate	$0	$20,500	

SUBMITTING the LOAN APPLICATION via CUNYfirst:

1) Log into your CUNYfirst account.
2) Go to "Student Center".
3) Scroll down to the "Financial aid" section.
4) Click on "Direct Loan Processing Form".
5) Institution: YRK01.
6) Aid Year: 2025.
7) Read all instructional pages prior to completing the request.
8) Place a whole round number for your desired loan amount (example - $1,500).
9) In the SUMMER, FALL, and SPRING boxes, indicate the number of credits you are/will be enrolled if you want a loan for that semester. Loan will be divided amongst the semesters requested.

SUBMITTING the LOAN APPLICATION via PAPER:

1) Complete items 1 – 3.
2) Select Loan Type.
3) Select change to existing loan, if any.
4) Indicate total amount requested as a whole number, including any change(s).
5) Select applicable semester(s) and answer questions that follow.
6) Read Certification then sign and date.
7) Submit completed application to Financial Aid Office/ secure portal document upload.

PLEASE NOTE:

- Any application that is incomplete, illegible, and/or incorrect will not be processed.
- Loan processing takes a minimum of 2-4 business weeks. Once your loan is authorized, you should see the loan amount in "Pending Aid" in your CUNYfirst account. This amount may be applied as credit towards your tuition and fees.
- You can only use the Direct Loan Processing Form in CUNYfirst **ONCE** during the same academic year.
- If you wish to **Increase**, **Reduce**, or **Cancel** your loan in the same academic year, you must complete a paper Direct Loan Processing Adjustment Form so any changes to your existing loan can be processed. Upload your form to our secure document portal. https://www.cuny.edu/finaid/forms.
- Contact Information on student's CUNYfirst Account will be used for any communication.

1. Name: _____
Last   First   Middle Initial

2. Street Address: _____
Number/Street   Apt #   City State Zip

3. SSN: _____-_____-_____   **4. CUNYFirst ID #:**_____

5. Home Telephone # _____   **6. Email**_____@yorkmail.cuny.edu

7. Loan Type: **Undergraduate** students will automatically be considered for a Subsidized Loan, but need to check the box below if they also wish to be considered for an Unsubsidized loan**.** **Graduate** students are **ineligible** for Subsidized Loans and must check the box below.

☐   **Please consider me for a Direct Unsubsidized Loan in addition to any subsidized loan eligibility I may have.**

8. Please check a box below if you are **changing a previously submitted request**:

☐   I would like to **INCREASE** my initial Federal Direct Student Loan amount by $_____.

☐   I would like to **CANCEL** the **spring 2025 disbursement** of my Federal Direct Student Loan.

☐   I would like to **CANCEL** only my **Federal Direct Unsubsidized** Student Loan.

☐   I would like to **CANCEL all Federal Direct Student Loans** for the 2024-2025 academic year.

9. Total Loan Amount Requested [including any increase] $_____

10. Total Loan Decrease Amount Requested   **$**_____

11. Loan Period: I would like to apply for the following semester(s):

☐ **Summer 2024**   ☐ **Fall 2024**   ☐ **spring 2025**

Will you graduate at the end of the fall 2024 semester? Yes   •   No ☐   •

Will you graduate at the end of the spring 2025 semester? Yes   •   No ☐   •

11. Applicant Certification: My signature below certifies that I understand: **1)** this request form is **NOT** a promissory note; **2)** I have completed the Direct Loan Entrance Counseling and signed an Electronic Master Promissory Note (EMPN) and sign the annual student loan acknowledgement form **before** submitting my application; **3)** the Office of Financial Aid will determine my eligibility for Federal Direct Loans in accordance with Federal Law; **4)** my Federal Direct Loan request cannot be processed until the Office of Financial Aid has received the results of my current FAFSA, collected all required documentation, and determined my application information to be correct; **5)** I must register for and maintain at least half-time enrollment (6 credits) in order to qualify for a Direct Loan; **6)** my loan may be reduced at any time due to a change in enrollment or financial aid eligibility; and **7)** the Bursars' Office will make any necessary deductions from my Federal Direct Loan to pay my remaining tuition liability before I receive the balance of the funds.

_____   _____
Student's Signature   **Date**