



## Graduate PLUS Loan Request Form

Student Name (print): \_\_\_\_\_ Student ID#: \_\_\_\_\_

Apply loan amount to following semester(s): Fall \_\_\_ Winter \_\_\_ Spr/Sum \_\_\_

I would like to increase Grad PLUS by: \$ \_\_\_\_\_

I would like to decrease Grad PLUS by: \$ \_\_\_\_\_

I would like to decline/cancel Grad PLUS: \_\_\_\_\_ (check to decline)

(4.264% loan origination fee will be subtracted) **The above amount will be split evenly between selected semesters.**

- ❖ Submit forms and other financial aid paperwork via: [davenport.edu/FADocUpload](http://davenport.edu/FADocUpload); or Fax to 616-732-1141; or Mail to Davenport University, Attn: Financial Aid, 6191 Kraft Ave., Grand Rapids, MI 49512; or drop off to your Financial Aid Counselor at the location you are attending.
- ❖ For increases: If this request is received after the original credit decision has expired, you must go to [www.studentloans.gov](http://www.studentloans.gov) to complete a new application as a new credit check may be required.
- ❖ If the original loan application had an endorser, you must complete a new PLUS application at [www.studentloans.gov](http://www.studentloans.gov) along with a new PLUS Master Promissory Note (MPN).
- ❖ Loan requests should be submitted prior to mid-semester for priority processing. Loan requests received after mid-semester may not be certified and disbursed until the next semester. Loan requests received after semester's end **will be denied**.
- ❖ Davenport University will inform the borrower if the amount requested cannot be honored after a Financial Aid Specialist makes a complete eligibility determination.
- ❖ Student must have a valid Graduate PLUS Master Promissory Note (MPN) on file before funds will disburse. (Please be sure to read all terms and conditions relating to PLUS loans as explained in your PLUS MPN.)

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Student Hand-Signature

Date