



Office of Financial Aid  
 323 Erie Street, P.O. Box 5015, Port Huron, Michigan 48061-5015  
 810-989-5530 fax 810-989-5774 [sc4.edu](http://sc4.edu)

### 2024-2025 Federal Direct Loan Request Form

**Complete all required sections of this form.** If you leave a "Required" section blank, this form may be returned to you which may cause a delay in processing your application. **Please use ink to complete this form.**

**Section One (Required): To apply for federal direct student loans at St. Clair County Community College:**

- A. Complete your 2024-2025 FAFSA application at <https://studentaid.gov>
- B. Complete this form and return it to the Financial Aid Office to initiate electronic loan origination.

**First time borrowers must (in addition to the steps above):**

- C. Complete **Online Master Promissory Note** at <https://studentaid.gov> (even if done for another college).
- D. Complete **Loan Entrance Counseling** at <https://studentaid.gov>

**Note: This form may hold you in your classes, so it is your responsibility to drop your classes if you do not plan to attend.**

You will be notified in writing when: We have electronically transmitted your Federal Direct Loan eligibility to the servicer; when your loan has been approved, and when your loan has been disbursed to your student account in the Business Office.

**Section Two (Required): Student Information (Please Print)**

Last Name \_\_\_\_\_ First Name \_\_\_\_\_ M.I. \_\_\_\_\_  
 Student ID Number (or SSN): \_\_\_\_\_ Phone # \_\_\_\_\_  
 Street Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
 Email Address \_\_\_\_\_ Program of Study \_\_\_\_\_

It's beneficial for you to apply for both Fall and Winter Loans simultaneously. Please specify the number of credit hours you plan to enroll in for each semester you're seeking a loan. **Remember you must be enrolled in at least six credit hours per semester to qualify for a loan.**

Fall: \_\_\_\_\_ credit hours                      Winter: \_\_\_\_\_ credit hours

Anticipated graduation date \_\_\_\_\_



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#### Section Three (Optional): Loan Information

List your total loan debt: Go to <https://studentaid.gov> to obtain this information. Enter \$0 on the 'Total Loans' line below if you have never taken a student loan before.

Total Subsidized Loan        \$ \_\_\_\_\_  
 Total Unsubsidized Loan       \$ \_\_\_\_\_  
 Total Loans                        \$ \_\_\_\_\_

Log in to your [studentaid.gov](https://studentaid.gov) account and use the *Loan Simulator* to find your estimated repayment amount.

#### Section Four (Required): Loan Amount Requested

Total Loan Amount Requested (must be an actual dollar amount) \$ \_\_\_\_\_

**If Enrollment Status is selected for both semesters in Section Two of this form, requested Loan amounts will be split – half for fall and half for winter. Keep in mind that loans are then disbursed in two separate disbursements each semester. The first loan disbursement will be posted to your tuition account approximately 30 days after the start of the term, and the second half approximately 30 days later. Loans requested for a single semester will still be disbursed in two separate disbursements.**

By signing this document, I authorize St. Clair County Community College to release any and all necessary information relating to my Federal Direct Student Loan to the appropriate direct loan servicer. I understand that the Financial Aid Office will not process this information until all eligibility requirements have been met. **I also understand that if I have registered for classes and incurred a tuition balance due and have not been notified that my Federal Direct Loan has been approved, that I am responsible for officially dropping my classes by the deadline date. If classes are not dropped by the deadline date, I understand that I am responsible for paying any charges incurred. I understand I can call the St. Clair County Community College Financial Aid Office at 810-989-5530 with any questions.**

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
*Please print and sign this form*

Return this form to:  
 Office of Financial Aid  
 St. Clair County Community College  
 Welcome Center Rm 251  
[financialaid@sc4.edu](mailto:financialaid@sc4.edu)