



Texas Southern University
 Office of Student Financial Assistance
 3100 Cleburne, Houston, TX 77004
 Call Center 713-313-7071 Fax Number 713-313-1858
 School Code 003642

FEDERAL GRAD LOAN (PLUS) INSTRUCTIONS AND APPLICATION

Effective July 1, 2006, Graduate students are eligible to apply for the Graduate PLUS Loan. This loan may be secured up to the designated cost of attendance minus any other aid or resources awarded to the student. The student must complete a pre-approval process involving a review of the student's current credit record and submit this application prior to being awarded funds from the Graduate PLUS loan. You may select the lender of your choice. By using a lender on the preferred lender list the student will receive a quicker turn around and higher level of customer service related to your borrowing experience. The Preferred Lender List is provided below for your convenience.

The Federal Parent (Plus) Loan Process requires the parent to complete the steps listed below.

- Complete the pre-approval process located on the web site for the lender of your choice.
- Complete the Master Promissory Note at the lender's web site of your choice.
- Complete, sign and return Federal Grad PLUS Loan Application to the Office of Student Financial Assistance in person at the address listed above or via fax at the number listed above.
- The TSU Financial Aid Office will complete the certification within 14 working days after receiving the form.
- The student will receive a disclosure statement from the lender specified on the Federal Grad Plus Loan Application.
- The Federal Grad PLUS loan disbursement is released from the lender to Texas Southern University's Comptroller's Office.
- The loan disbursement will be applied to student's account within three days of the receipt of the check.
- Funds in excess of outstanding charges for all allowable charges are refunded to student by the Comptroller's Office within 14 working days.

To determine whether certification of the Federal Grad Plus has taken place, the student should visit www.em.tsu.edu, MY WEB DO IT ON-LINE, Financial Aid, Accept Award Offer by Aid Year. The Federal Grad PLUS Loan will appear as an accepted award once TSU has completed the certification process. After the Lender has received the Master Promissory Note from the parent and the certification from TSU, the lender will release the Federal Grad Plus Loan funds to the Comptroller's Office at TSU.

A. STUDENT'S INFORMATION

Name _____
Last First MI

Permanent Address _____
Street

_____ City State Zip

Social Security Number _____ Date of Birth, (MMDDYY) _____

B. LENDER INFORMATION

Lender's Name _____ Lender Code _____

Requested Loan Amount \$ _____ Graduate PLUS Loan Pre-Approved? Yes No

C. STUDENT'S SIGNATURE

Signature _____ Date _____
Month Day Year

PREFERRED LENDER LIST

Access Group	www.accessgroup.org	1-800227-2151
Sallie Mae	www.sallieedtrust.com	1-888-272-5543
Nellie Mae	www.nelliemae.com	1-800-367-8848
Wachovia Education Finance	www.wachovia	1-800-338-2243