

# CALTECH

## ***Federal Direct PLUS Loan Checklist***

Financial Aid Office

Mail Code 110-87 • Pasadena, California 91125 • (626) 395-6280

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To process your Federal Direct PLUS Loan, the parent borrower must complete the required paperwork: Master Promissory Note, Federal Direct PLUS Loan Request, and Excess Funds Disposition. Please return all forms to the Caltech Financial Aid Office. Use the boxes below to check off as each item is completed.

### **For new Caltech Federal Direct PLUS Loan applicants:**

#### **Master Promissory Note**

- Review all information for accuracy.
- Initial **ALL** corrections made on the note.
- Use a dark blue or black pen to complete the note.
- In completing U.S. Citizenship Status (item #7), please indicate your Alien Registration Number, if applicable. If you indicate you are a permanent resident of the United States, or other eligible non citizen, you must provide documentation of this status from the U. S. Immigration and Naturalization Service. Please provide copies of both sides of the document.
- Complete the reference section (Item #11) with two persons at different U.S. addresses.
- Sign and date the note, Section E, (Item #24).
- Please be sure to return the entire Master Promissory Note.

#### **Caltech Federal Direct PLUS Loan Request**

#### **Excess Funds Disposition form**