

**HOWARD UNIVERSITY
OFFICE OF STUDENT FINANCIAL SERVICES
MSC 590506
WASHINGTON, DC 20059
FAX (202) 806-5279**

FEDERAL DIRECT PLUS LOAN PROCESSING FORM FOR ACADEMIC YEAR 2008-2009

Effective October 1, 1992, Federal regulations require that PLUS loan proceeds be delivered through the student's school and applied to the student's account. Credit balances created by the PLUS loan proceeds must be returned to the parent borrower **OR** the parent borrower may authorize the University to issue a credit balance refund to the student. Please make your selection on this authorization form for Academic Year 2008 – 2009 and return it to the mailing address or fax number provided above within five (5) business days of receipt. If the authorization form is not received within the specified time, without exception, a credit balance refund will be issued in the parent borrower's name.

NAME OF PARENT BORROWER _____
(Please print or type)

NAME OF STUDENT _____
(Please print or type)

Howard University ID Number (@ + 8 digits)

STUDENT'S Social Security Number

Complete Option I or Option II (Check Only One):

_____ **OPTION I (Credit Refund Issued to Parent Borrower for Academic Year 2008 - 2009)**

I, _____, request a refund of the credit balance on the above referenced
Borrower's Name account. The credit balance shall be issued in the parent
borrower's name and mailed to:

Name (Please Print)

Signature Date

Street Apt. No.

City/State Zip Code

Daytime Telephone Number

_____ **OPTION II (Credit Refund Issued to Student for Academic Year 2008 - 2009)**

I, _____, authorize any credit balance to be issued to the student. **A copy
Borrower's Signature of the parent borrower's state issued ID must accompany
this request. NO EXCEPTIONS.**

*If you are interested in direct deposit, please complete **BOTH** this form and the direct deposit form which can be found at <http://www.howard.edu/bisonweb/announcements/07-05-03directdeposit.pdf>. **The direct deposit form ONLY must be returned to the Assistant Treasurer's Office. If you have any questions regarding direct deposit, please call 202-806-2271.** Please return *this* form to the address or fax # above.