

How to Apply for A Student Loan

BEFORE YOU APPLY:

To apply for a student loan, you must first complete the steps below:

1. Complete the Free Application for Federal Student Aid (FAFSA) at [FAFSA.GOV](https://fafsa.gov).
2. Log into [Insite](#) and submit all documents requested on the Financial Aid Checklist.
3. Complete an undergraduate [Master Promissory Note \(MPN\)](#). If you have completed a MPN in the last ten years for a Direct Student Loan you may skip this step.
4. Complete undergraduate [Entrance Counseling](#). This step can be skipped if you have complete Entrance Counseling for CCC, DVC, or LMC in the past.

Student must also enroll in at least six eligible units and adhere to the [Satisfactory Academic Progress Policy](#) with a status of Satisfactory, Warning, or Probation, to receive a Direct Student Loan.

GETTING TO "REQUEST A NEW LOAN":



SUBMITTING A LOAN REQUEST:

1. **Enter Loan Amount:** Select "Request other amount", and enter a loan amount within your annual and aggregate [loan limits](#), and click next. Please note that remaining cost shown is not a reflection of your loan eligibility.

Request other amount:

\$

Next

2. **Select Periods:** Review the award periods and make sure that a checkmark is next to the terms you are requesting a loan for and will be enrolled in at least 6 eligible units. Deselect summer award periods unless you are not enrolling for fall or spring and would like to receive loans in the summer, and click next.

<input type="checkbox"/>	2019SU Award Period	\$0
<input checked="" type="checkbox"/>	2019FA Award Period	\$2,500
<input checked="" type="checkbox"/>	2020SP Award Period	\$2,500
<input type="checkbox"/>	2020SU Award Period	\$0

You are requesting **\$5,000**

3. **Review & Submit:** Confirm that the information is correct and click submit. If incorrect, click previous to update loan amount and award periods.

NOTE: The Remaining Cost shown below does not reflect the amount for which you are eligible. **\$5,000**


I want to apply my loan to these award periods:

2019FA Award Period	\$2,500
2020SP Award Period	\$2,500

You are requesting **\$5,000**

4. **Confirmation:** Your loan request has now been submitted.

Loan Request In Progress...



Allow 4 – 6 weeks for processing. You will be notified via Insite email. New borrowers must complete a Master Promissory Note and Entrance Counseling. You've successfully submitted a request for a new loan in the amount of \$5,000.00 on 12/6/2019.

AFTER SUBMITTING A LOAN REQUEST:

You will notified by email of your request status within 4-6 weeks.

If your loan request is **accepted**, you will be require to log into [Insite](#) and accept this loan offer.

If your loan request is **rejected**, you will receive an email explaining why your request was rejected. Once you have completed the needed items, you will need to submit a new loan request.