



APPLICATION FOR ADDITIONAL LOAN FUNDS

The amount of student debt is a major concern nationwide and it impacts not only the students, but colleges and universities as well. The U.S. Department of Education permits institutions to include in a student's Cost of Attendance (COA) the purchase of a computer for educational purposes, housing, travel, and dependent care. So, North Carolina Wesleyan College, in compliance with federal and institutional guidelines, is taking the initiative to ensure that requests for additional loan funds are sufficiently documented. To that end, we encourage you to plan ahead, budget wisely, and only request to borrow the funds in which you need for educational purposes. Therefore, please complete this application in its entirety, sign, date, and submit via e-mail at financialaid@ncwc.edu, fax at (252) 985-5109, or via US Mail to: Office of Financial Aid, North Carolina Wesleyan College, 3400 North Wesleyan Boulevard, Rocky Mount, NC 27804. When submitting the application, please make sure that all required documents are attached. Incomplete applications will not be processed. **Please allow 5-7 business days to process this request.**

Student's Printed Name

Student's ID Number

E-mail Address

Telephone Number

Additional loan request is made for:

_____ Fall Semester _____ Spring Semester _____ Summer Session I _____ Summer Session II

I am enrolled in the following school program:

- | | |
|--------------------------------|---------------------------------|
| _____ Cape Fear Adult Studies | _____ Cape Fear Adult Studies |
| _____ Goldsboro Adult Studies | _____ Rocky Mount Adult Studies |
| _____ Traditional Day | _____ Triangle Adult Studies |
| _____ Washington Adult Studies | _____ Greenville Adult Studies |
| _____ Whiteville Adult Studies | _____ Manteo Adult Studies |
| _____ Brunswick Adult Studies | _____ Wake Tech Adult Studies |

Itemized Items:

_____ **Books & Supplies expense(s)** in excess of \$ _____ per semester (Depends upon school program)

- Attach receipt(s) or a signed cost estimate.

_____ **Computer purchase for educational related purposes:**

- The maximum allowance for a computer and a printer is \$1,000; however, **this doesn't mean that your request will be approved for this amount).**
- Request must include the quote for a computer and/or a printer.

- The student must be enrolled at least half-time (6 credit hours). If the student has been approved for a computer and drops below half-time, the loan amount will be charged against the student's account, and the student may end up having a balance owed to the school.
- Only one (1) approval during your undergraduate program of study

_____ **Dependent Care expense(s): NOTE: This request must be made each semester dependent care is needed.**

- Signed and dated letter from the dependent care provider on company letterhead that lists the name(s) and ages of dependents, the approximate number of hours per week dependent care is provided, along with the specific days and hours the dependent(s) is/are kept and the weekly or monthly costs for care must be submitted. If the dependent care provider does not have official letterhead, the letter must be notarized.
- If spouse/partner is a student at Wesleyan, please provide his/her name and student ID number
Name _____ ID# _____

_____ **Housing**

- The COA includes an allowance for housing; however, to make an adjustment to the housing allowance, a dated receipt, copy of your electric bill and a list of roommates, if applicable, are needed.

_____ **Transportation/Travel expense(s): NOTE: This cannot include vehicle payment(s), the purchase of a vehicle, or labor costs associated with vehicle repair.**

- Signed letter of explanation
- Repair estimate/quote must be dated and submitted on company letterhead
- Supporting travel expense documentation (generally includes a MapQuest of mileage from your home address on file to your campus location)

_____ **Personal/Health expense(s):**

- Signed and dated letter of explanation
- Supporting expense documentation (medical expenses, which also includes medicine and/or medical supplies)

NOTE: In making adjustments for medical expenses, you should know that the income protection allowance is already included in the EFC calculation performed by FAFSAs Processing Center to account for modest living expenses. Therefore, the Department of Education allows 11% for medical care. So, in order to receive assistance for medical expenses, you must submit documentation which verify that you have paid over 11% of your total annual income toward your medical expenses, and this does not include any amount that may have been paid by your insurance company.

_____ **Total Amount Requested** _____

After the semester has begun, requests with all required documentation may be submitted at any time, but no later than **30 days** before the end of the semester.

I request that my Cost of Attendance be increased to cover the above checked items. I understand that increasing my COA does not guarantee that there will be available funds for me, based upon my current enrollment, classification, or dependency status for this academic school year.

I certify that the information submitted to support this request is true and complete to the best of my knowledge. I understand that I must adhere to the above conditions and I will use the funds approved for the intended purpose.

Notification of decision will be sent via your college e-mail address, but revised award letters can be viewed on your online student account, as they will not be mailed.

Please note that once an application has been approved, the loan funds will be requested, and once received, they will be posted to the students' account. Therefore, you are encouraged to check your online student account periodically to see when the funds have posted to your account.

DISCLAIMER: Please note that the completion of this form, along with the submission of all required documents, does not guarantee that funds will be available, and nor does it guarantee an automatic approval. Furthermore, please note that the College reserves the right to request additional documentation and/or verification of information beyond what has already been submitted.

Student's Signature

Today's Date