

Request for **SHORT TERM LOAN**

Please Print Clearly

Sections I, II, & IV must be completed in their entirety.

SECTION I: STUDENT INFORMATION	
Student Name:	Student ID:
Mailing Address (street, city, state, zip)	

SECTION II: LOAN INFORMATION	
Loan Amount Requested:	Annual Percentage Rate: 0.00% Finance Charge: 0.00%
Reason for Loan:	
Will you be graduating this (current) semester? (Circle one) YES NO	

SECTION III: PROMISE TO REPAY
<p>READ BEFORE SIGNING:</p> <p>I promise to pay to the order of Luther Seminary the approved sum below. I understand this is a loan. Failure to repay this loan will result in a hold being placed on my account. If I fail to repay the loan balance before leaving Luther Seminary, the loan balance will be forwarded to a collection agency and I will be responsible for any additional costs to recover the loan balance.</p>

SECTION IV: LOAN REPAYMENT INTENTIONS
<p>This loan must be repaid within 120 days of this document. I will be receiving U.S. federal financial aid and understand the entire loan amount will be deducted from my next disbursement check. If the aid amount is not enough to cover the Short Term Loan balance in full or if I will not be receiving financial aid, I will be required to complete a <i>Student Payment Plan</i> form to be obtained in the Business Office.</p>
<p>Student Signature: _____ Date: _____</p>

GUIDELINES FOR LOAN
<ul style="list-style-type: none"> You are allowed one short term loan per semester (fall and spring only) at a maximum of \$500. You are allowed two (2) short term loans per academic year July 1 – June 30. You are allowed a total of \$1000 in outstanding short term loans. If your request exceeds the aggregate maximum amount of \$1000, the requested amount on this form will be reduced so the total outstanding amount does not exceed \$1000. Seniors will not be eligible for short term loans after your student account has been cleared for graduation. The request form must be completed and submitted to the Business Office by noon on Wednesday. International Students: Return this form to ISSA. Funds will be mailed to the address listed above on Friday of the same week.

For Internal Use:		
Approved Loan Amount:	Account Code: 1-2-200-061-00-00	Approved By: