

SUSQUEHANNA VALLEY STUDENT EDUCATIONAL FUND, INC.

INSTRUCTIONS TO APPLICANTS FOR STUDENT LOAN:

1. Applications shall be made through the guidance department of the Susquehanna Valley Central High School.
2. To be eligible for a loan, the applicant must justify the need, and he/she must have demonstrated both by personal attitude and scholastic achievement, that he/she is capable of successfully completing the course requirements. Applicant must be a graduate of Susquehanna Valley Central High School District or enrolled as a student at the point he/she begin the college course process.
3. The loan is made in the manner of all business loans with the same financial responsibility.
4. The maximum amount of the loan will be \$1,200.00 per year or a total maximum of \$4,800.00 over a period of four years.
5. Applications should be received for consideration by the Student Fund Committee prior to the following dates:
  1. From graduates: By May 1st; August 1<sup>st</sup>, November 1<sup>st</sup>, or February 1<sup>st</sup>.
  2. From High School Seniors: By June 30th for the year graduating from Susquehanna Valley High School.
6. Repayment of the loan MUST start no later than 90 days from the date of graduation from the college, and shall be made in regular monthly payments for a period not to exceed the length of time over which the loan benefits are received. The amount of the monthly payment to be determined on the basis of one-twelfth (1/12) of the loan for the year. Or, if more than one loan: The total amount of the loans to be divisible by the number of months covered by said loans.

Example:	First Year	- Amount loan required	\$1200.00
	Second Year	- Amount loan required	\$1200.00
	Third Year	- Amount loan required	\$1200.00
	Fourth Year	- Amount loan required	<u>\$1200.00</u>
			\$4,800.00

Over a period of 48 months – permits a minimum monthly repayment of \$100.00.

Repayment of loan or loans may be made in advance of paid in full prior to date of expiration. Since there is no interest charged for use of the Student Educational Fund, advance payment when possible is not desirable but should be encouraged. The returned monies can then be reused for others seeking the same benefits.

7. Payment should be made to the Treasurer of the Susquehanna Valley Student Educational Fund, SVHS, PO Box 200, Conklin, New York 13748.
8. At any time a payment is missed the loan becomes delinquent and the cost of collection becomes the liability of the borrower.
9. The applicant must sign his name at the bottom of the application form indicating that he has read the rules pertaining to the Student Educational Fund and thus agrees to abide by these rules. If the applicant is under 21 years of age, the application form must also be signed by the parent or guardian.
10. It is desirable that a written statement by the applicant be made expressing his particular needs and outlining use of loan.
11. The loan shall be evidenced by a note made jointly by (1) applicant and (2) parent or guardian, requiring both signatures; together with the signature of one responsible co-signer other than parent.



# SUSQUEHANNA VALLEY STUDENT EDUCATIONAL FUND, INC

**Please note:** Loans are considered on a first come, first served basis, based upon available funds. A total amount to be lent out each year will be determined at the annual meeting, on the basis of available funds.

## Instructions to Applicants for a Student Loan:

1. The **maximum** amount that can be borrowed for one school year (two semesters) is **\$1,200.00**. This loan is interest free provided you follow the conditions below.
2. A "Release of Information" must be signed **EACH AUGUST** by the student requesting a loan. This will enable the S.V.S.E.F to obtain records from the college.
3. Both parents of student requesting loan(s) must co-sign loan, making this a legal document in cases where student defaults, the parent will be responsible for loan repayment.
4. Changes in name or address of student must be reported to the S.V.S.E.F immediately.
5. Student is to notify the S.V.S.E.F with the date he/she changes schools, leaves college due to graduation, failure, is no longer a full-time student, or for any other reason.
6. Total loan(s) is not to exceed \$4,800.00 for undergraduate studies. On request, students may apply for loans for graduate studies.
7. Repayment of Loan(s):

The minimum monthly installation will begin no later than **ninety (90) days** from the date of separation from college for whatever reason.

The monthly repayment amount (minimum payment of \$100.00 will be required each month) will be negotiated with the S.V.S.E.F. Treasurer or his/her designee prior to the ninety days. If the recipient of a loan has the financial ability to repay the loan in full or in greater amount before the due date, this would be greatly appreciated.

**Those students who do not comply with the conditions above may be charged a late charge of \$10 per month for each month a payment is not made.**

8. Copies of the Financial Aid Form and/or Federal Income Tax Return and Financial Aid Award from the college that you will be attending must be attached to this application.

**I HEREBY CERTIFY THAT THE FUNDS FOR WHICH I AM APPLYING WILL BE USED SOLELY FOR MY EDUCATION. I FULLY UNDERSTAND THE CONDITIONS LISTED ABOVE AND WILL COMPLY WITH THEM.**

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

**DEADLINE FOR FILING APPLICATION TO THE S.V. STUDENT EDUCATIONAL FUND  
IS JUNE 30<sup>TH</sup> OF ANY YEAR.**

**REQUEST FOR STUDENT LOAN FROM SUSQUEHANNA VALLEY STUDENT  
EDUCATIONAL FUND, INC.**

**PART A** (TO BE COMPLETED BY STUDENT)

NAME \_\_\_\_\_  
                                    LAST                    FIRST                    M.I.                                    DATE OF BIRTH

PERMANENT ADDRESS \_\_\_\_\_  
  STREET                                    CITY                    STATE                    ZIP

PHONE \_\_\_\_\_ - \_\_\_\_\_                    SOCIAL SECURITY # \_\_\_\_\_

STUDENT STATUS:    FULL TIME                    ACADEMIC YEAR: 1 2 3 4

**PART B** (TO BE COMPLETED BY PARENT OR GUARDIAN)

**STATEMENT OF FAMILY INCOME (FROM FEDERAL INCOME TAX RETURN)**

FATHER \_\_\_\_\_ SOCIAL Sec. # \_\_\_\_\_ Total Income \_\_\_\_\_

MOTHER \_\_\_\_\_ SOCIAL SEC. # \_\_\_\_\_ Total Income \_\_\_\_\_

STUDENT \_\_\_\_\_ SOCIAL SEC. # \_\_\_\_\_ Total Income \_\_\_\_\_

**ATTACH COPY OF FINANCIAL AID FORM (FAF) TO THIS REQUEST.**

My signature below certifies that the information contained in this statement is true to the best of my knowledge.

_____ Signature of Applicant	_____ Date	_____ Notary Public/Stamp
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_____ Signature of Father (Guardian)	_____ Date	_____ Notary Public/Stamp
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_____ Signature of Mother (Guardian)	_____ Date	_____ Notary Public/Stamp
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# STUDENT INFORMATION

STUDENT INDEBTEDNESS. List personal debts, including any previous loan(s) from the SV Student Educational Loan Fund, Inc.

**NAME OF COMPANY or LENDER**

**AMOUNT**

_____	_____
_____	_____
_____	_____

**STUDENT COLLEGE**

**COSTS (One Full Year)**

- |    |                   |       |
|----|-------------------|-------|
| 1. | TUITION & FEES    | _____ |
| 2. | ROOM & BOARD      | _____ |
| 3. | BOOKS & SUPPLIES  | _____ |
| 4. | TRANSPORTATION    | _____ |
| 5. | PERSONAL EXPENSES | _____ |

**TOTAL:** \_\_\_\_\_

**STUDENT FINANCIAL AID**

**(ATTACH COPY OF FINANCIAL AID AWARD FROM YOUR COLLEGE)**

**OTHER AID:**

(PARENTS) \_\_\_\_\_

(STUDENT) \_\_\_\_\_

(OTHER) \_\_\_\_\_

LOAN REQUESTED-SV S.E.L.F. \_\_\_\_\_

**TOTAL FINANCIAL AID: \$** \_\_\_\_\_

## Student – Family Information

Father: Name \_\_\_\_\_ Age: \_\_\_\_\_

Address: \_\_\_\_\_

Occupation: \_\_\_\_\_ Employer: \_\_\_\_\_

Mother: Name \_\_\_\_\_ Age: \_\_\_\_\_

Address: \_\_\_\_\_

Occupation: \_\_\_\_\_ Employer: \_\_\_\_\_

Number of Dependent Children: \_\_\_\_\_ Number in college: \_\_\_\_\_

### CERTIFICATION BY STUDENT:

I AGREE TO REPAY THE REQUESTED LOAN UNDER THE CONDITIONS SET IN THIS AGREEMENT AND WILL COMPLY WITH ALL RULES.

\_\_\_\_\_  
Signature of Student

\_\_\_\_\_  
Date

I AGREE THAT IF FOR ANY REASON THE ABOVE-NAMED STUDENT IS UNABLE / REFUSES TO REPAY THE REQUESTED LOAN/ or DOES NOT MAKE THE MINIMUM MONTHLY PAYMENT FOR 3 CONSECUTIVE MONTHS, I WILL BE HELD FULLY RESPONSIBLE FOR REPAYMENT AT THE RATE SPECIFIED. I FURTHER AGREE THAT I WILL BE LIABLE FOR ALL COSTS INVOLVED IN WHATEVER MEASURES ARE TAKEN TO RECOVER PAYMENT.

\_\_\_\_\_  
CO-SIGNER (FATHER) SIGNATURE

\_\_\_\_\_  
SOCIAL SEC. #

\_\_\_\_\_  
DATE

Sworn before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

\_\_\_\_\_  
Notary Public

\_\_\_\_\_  
Stamp/Seal Required

\_\_\_\_\_  
CO-SIGNER (MOTHER) SIGNATURE

\_\_\_\_\_  
SOCIAL SEC. #

\_\_\_\_\_  
DATE

Sworn before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

\_\_\_\_\_  
Notary Public

\_\_\_\_\_  
Stamp/Seal Required

**OR**

\_\_\_\_\_  
CO-SIGNER (other than parent) SIGNATURE

\_\_\_\_\_  
SOCIAL SEC. #

\_\_\_\_\_  
DATE

Sworn before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

\_\_\_\_\_  
Notary Public

\_\_\_\_\_  
Stamp/Seal Required

# RELEASE OF INFORMATION

STUDENT NAME \_\_\_\_\_

SOCIAL SECURITY NUMBER \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

TO: \_\_\_\_\_  
NAME OF COLLEGE/INSTITUTION ATTENDING

ADDRESS \_\_\_\_\_  
\_\_\_\_\_

I HEREBY AUTHORIZE AND REQUEST YOU TO RELEASE ANY AND ALL INFORMATION REGARDING MY SCHOOL ATTENDANCE TO:

**SUSQUEHANNA VALLEY STUDENT EDUCATIONAL FUND, INC.  
PO BOX 298, CONKLIN, NEW YORK 13748**

\_\_\_\_\_  
STUDENT SIGNATURE

\_\_\_\_\_  
DATE

SWORN TO ME THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_

\_\_\_\_\_  
Notary Public Stamp/Seal Required

# AGREEMENT

1. **Student will notify the Susquehanna Valley Student Educational Fund, Inc, if he**
  - **Changes schools**
  - **Leaves college due to graduation, failure, or other reason – New address REQUIRED!!!**
  - **Is no longer a Full Time Student**
  
2. **Repayment of Loan**
  - **Minimum monthly installment to begin no later than ninety (90) days from the date of separation from college for whatever reason**
  - **The monthly payment will be negotiated prior to the ninety (90) days.**
  
3. **Student will:**
  - **Be responsible for all charges incurred during repayment (i.e., checks returned for insufficient funds, late charges, etc.)**
  - **Be responsible for all court costs if necessary to recoup loan repayment.**
  - **Pay loan even if Bankruptcy is filed.**
  
4. **Parent/Co-signer will:**
  - **Be responsible for repayment of loan under the terms of this agreement, should student be unable or refuses to repay the requested loan.**

_____ <b>STUDENT SIGNATURE</b>	_____ <b>SOCIAL SEC. #</b>	_____ <b>DATE</b>
Sworn before me this _____ day of _____, 20____	_____ Notary Public	_____ Stamp/Seal Required

_____ <b>CO-SIGNER (FATHER) SIGNATURE</b>	_____ <b>SOCIAL SEC. #</b>	_____ <b>DATE</b>
Sworn before me this _____ day of _____, 20____	_____ Notary Public	_____ Stamp/Seal Required

_____ <b>CO-SIGNER (MOTHER) SIGNATURE</b>	_____ <b>SOCIAL SEC. #</b>	_____ <b>DATE</b>
Sworn before me this _____ day of _____, 20____	_____ Notary Public	_____ Stamp/Seal Required



APPLICATION – CHECK LIST

\_\_\_\_\_ Application FULLY completed.

\_\_\_\_\_ Notarized Signatures completed

\_\_\_\_\_ Copy of FAFSA Form OR Copies of both parents' and applicant's  
Federal Income Tax Return

\_\_\_\_\_ Copy of Financial Aid Award

List any Scholarships Awarded below

\_\_\_\_\_ Amount \$ \_\_\_\_\_

\_\_\_\_\_ Amount \$ \_\_\_\_\_

\_\_\_\_\_ Amount \$ \_\_\_\_\_

\_\_\_\_\_ Amount \$ \_\_\_\_\_

\_\_\_\_\_ Amount \$ \_\_\_\_\_

\_\_\_\_\_ Amount \$ \_\_\_\_\_