



# Harvard Division of Continuing Education

## Summer School • Extension School

Student Financial Services, 51 Brattle Street, Cambridge, Massachusetts 02138 • (617) 495-4293 • (617) 410-4072 fax • studentfinance@extension.harvard.edu

# Request for Private Student Loan Certification Summer 2024

Certification of private student loans is based on the cost of attendance for your planned enrollment. For students not admitted to a degree or Premedical program, private student loan certifications will be limited to a maximum of three semesters, not to exceed a total of \$25,000 for students seeking a degree, and \$15,000 for students seeking a professional certificate. Private student loans are primarily intended to cover tuition and fees, books and transportation, and are designed to be a supplement to your other financial resources.

Private student loans may not be certified for students who are not in good academic standing. To be eligible and maintain eligibility for private student loan certification, you must complete at least half of the courses you attempt with the following grade minimum: B for undergraduate/graduate students; B-minus for Premedical students.

### To apply and receive loan certification you must:

1. complete the lender's loan application using the school code: **00215503**
2. receive approval following a credit check and data verification by the lender
3. complete page 2 and submit this form securely by logging into your account via MyDCE Portal at <https://web.dce.harvard.edu/mydce-extension>. From the home page, choose "Document Uploader." In the Document Upload Form, select "Private Student Loan Forms" in the "Documents" field. Click "Attachments" then the "Upload Files" button/bar to select your file(s) to upload. Click the "Submit" button.
4. receive confirmation from Student Financial Services regarding the loan amount that will be certified

**The loan certification process may take up to two weeks.** In order for you to be able to use your anticipated loan funds to cover your balance before the payment deadline, **Student Financial Services must receive both this form and your loan approval ten days before the payment deadline. Additional processing time may be required by your lender.**

Student Financial Services certifies the following for your lender:

- your enrollment plans
- that the amount you requested fits within the standard cost of attendance for your planned enrollment

STANDARD COST OF ATTENDANCE BUDGET FOR SUMMER 2024*	AMOUNT	
	7 weeks	3 weeks**
Housing and food	\$ 5,152.00	\$ 2,576.00
Books and supplies (\$200 per course)	\$	\$
Miscellaneous	\$ 750.00	\$ 375.00
Transportation	\$ 200.00	\$ 100.00
Tuition (determined by your course selection)	\$	\$
<b>Total</b>	\$	\$

\* Please note: If you plan to enroll in both 3-week sessions, you may use the 7-week cost of attendance. If you plan to enroll in a 4-week course, you may use the 3-week cost of attendance.

Once your loan is certified:

- Review your student account online at [www.summer.harvard.edu/login](http://www.summer.harvard.edu/login). Funds will appear either as a credit to your student account or as an anticipated credit prior to the payment in full deadline for the term
- **Changing your enrollment may impact your loan eligibility**

Continued on next page.

LEGAL NAME		
Last (family name)	First	Middle

SOCIAL SECURITY NUMBER	DCE ID NUMBER (if known)	DATE OF BIRTH (example: <u>M</u> <u>A</u> <u>Y</u> <u>0</u> <u>1</u> <u>1</u> <u>9</u> <u>9</u> <u>7</u> )																																
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X	X	X	X	X																														
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CURRENT MAILING ADDRESS		
Street		
City		
	State	Zip/Postal code
E-mail address (Please provide only one e-mail address.)		
Telephone number (including area/country code)	Work telephone number (including area/country code)	Cell phone number (including area/country code)

Check the academic program to which you are admitted or intend to be admitted:

LIBERAL ARTS	UNDECIDED
<input type="checkbox"/> Bachelor of Liberal Arts (ALB) <input type="checkbox"/> Master of Liberal Arts (ALM)	<input type="checkbox"/> Undergraduate credit <input type="checkbox"/> Graduate credit

OTHER
<input type="checkbox"/> Premedical Program <input type="checkbox"/> Graduate Certificate

When do you expect to complete your studies? \_\_\_\_\_  
MMM/YYYY (example: MAY/2025)

Indicate the session(s) and number of credits in which you plan to enroll. (Note: if you plan to enroll in the 7-week session, you may not also enroll in either 3-week session.) Your loan certification will be based on the enrollment indicated here.

- |   |  |   |
|---|--|---|
| <input type="checkbox"/> <b>Seven-week session</b> (June 24-August 9, 2024)<br><input type="checkbox"/> full-time (8 credits)<br><input type="checkbox"/> half-time (4 credits) | <input type="checkbox"/> <b>Three-week session I</b> (June 24-July 11, 2024)<br><input type="checkbox"/> half-time (4 credits) | <input type="checkbox"/> <b>Three-week session II</b> (July 15-JAugust 1, 2024)<br><input type="checkbox"/> half-time (4 credits) |
|---|--|---|

Check your housing status:     off campus     on campus     with my parents

Indicate the name of your lender and the type of loan for which you are applying:

\_\_\_\_\_  
Lender Loan type

Indicate the total loan amount you are requesting:    \$ \_\_\_\_\_

**The maximum loan amount that may be certified is your cost of attendance minus any other aid you will receive.**

I certify that all of the above information is true and complete to the best of my knowledge. I understand that I am responsible for updating my financial aid application information if there are changes during the course of my Summer 2024 enrollment.		
_____ Student's signature	<small>Document must be signed with a real signature. Digital signatures are not accepted.</small>	_____ Date