

# Privacy Act Notice

**The Privacy Act of 1974 (5 U.S.C. 552a) requires that the following notice be provided to you:**

The authority for collecting the requested information from and about you is §451 et seq. of the Higher Education Act (HEA) of 1965, as amended (20 U.S.C. 1087a et seq.) and the authorities for collecting and using your Social Security Number (SSN) are §484(a)(4) of the HEA (20 U.S.C. 1091(a)(4)) and 31 U.S.C. 7701(b). Participating in the William D. Ford Federal Direct Loan (Direct Loan) Program and giving us your SSN are voluntary, but you must provide the requested information, including your SSN, to participate.

The principal purposes for collecting the information on this form, including your SSN, are to verify your identity, to determine your eligibility to receive a loan or a benefit on a loan (such as a deferment, forbearance, discharge, or forgiveness) under the Direct Loan Program, to permit the servicing of your loan(s), and, if it becomes necessary, to locate you and to collect and report on your loan(s) if your loan(s) become delinquent or in default. We also use your SSN as an account identifier and to permit you to access your account information electronically.

The information in your file may be disclosed, on a case-by-case basis or under a computer matching program, to third parties as authorized under routine uses in the appropriate systems of records notices. The routine uses of this information include, but are not limited to, its disclosure to federal, state, or local agencies, to private parties such as relatives, present and former employers, business and personal associates, to consumer reporting agencies, to financial and educational institutions, and to guaranty agencies in order to verify your identity, to determine your eligibility to receive a loan or a benefit on a loan, to permit the servicing or collection of your loan(s), to enforce the terms of the loan(s), to investigate possible fraud and to verify compliance with federal student financial aid program regulations, or to locate you if you become delinquent in your loan payments or if you default. To provide default rate calculations, disclosures may be made to guaranty agencies, to financial and educational institutions, or to state agencies. To provide financial aid history information, disclosures may be made to educational institutions. To assist program administrators with tracking refunds and cancellations, disclosures may be made to guaranty agencies, to financial and educational institutions, or to federal or state agencies. To provide a standardized method for educational institutions to efficiently submit student enrollment status, disclosures may be made to guaranty agencies or to financial and educational institutions. To counsel you in repayment efforts, disclosures may be made to guaranty agencies, to financial and educational institutions, or to federal, state, or local agencies.

In the event of litigation, we may send records to the Department of Justice, a court, adjudicative body, counsel, party, or witness if the disclosure is relevant and necessary to the litigation. If this information, either alone or with other information, indicates a potential violation of law, we may send it to the appropriate authority for action. We may send information to members of Congress if you ask them to help you with federal student aid questions. In circumstances involving employment complaints, grievances, or disciplinary actions, we may disclose relevant records to adjudicate or investigate the issues. If provided for by a collective bargaining agreement, we may disclose records to a labor organization recognized under 5 U.S.C. Chapter 71. Disclosures may be made to our contractors for the purpose of performing any programmatic function that requires disclosure of records. Before making any such disclosure, we will require the contractor to maintain Privacy Act safeguards. Disclosures may also be made to qualified researchers under Privacy Act safeguards.

## **FINANCIAL PRIVACY ACT NOTICE**

Under the Right to Financial Privacy Act of 1978 (12 U.S.C. 3401-3421), ED will have access to financial records in your student loan file maintained in compliance with the administration of the Direct Loan Program.



## Federal Direct PLUS Loan Worksheet 2020-2021

Please fill in all information below. Information left blank or incomplete will result in a delay of your application.

I. STUDENT INFORMATION			
Last Name	First Name	MI	
Social Security Number:	Date of Birth:	EMPL ID:	
Email:			
Loan period: (Indicate the quarters student plans to attend)			
Summer 2020 : [ ]	Fall 2020: [ ]	Winter 2021: [ ]	Spring 2021: [ ]
Estimated completion date of program at Clark College:			
Is the student in <b>default</b> or do they owe repayment on Title IV aid? <b>Yes</b> [ ] <b>No</b> [ ]			
II. BORROWER (Parent) INFORMATION			
Last Name	First Name	MI	
Social Security Number:	Date of Birth:	Email:	
Permanent Street Address:			
City:	State:	ZIP Code:	
Home Telephone Number:		Cell Phone Number:	
<b>U.S Citizenship Status:</b> Citizen/National [ ]    Eligible Non-Citizen [ ]    If applicable, Alien ID number:			
Driver's License-Number:		Driver's License-State:	
Amount Requested: \$			
<b>Disbursement Options</b>			
<b>Option 1:</b>			
<ul style="list-style-type: none"> <li>• I authorize Clark College to apply loan money toward any costs owing on account for the student.</li> <li>• You will receive the loan refund balance on your BankMobile Vibe account.</li> </ul>			
<b>Option 2:</b>			
<ul style="list-style-type: none"> <li>• A check will be issued and mailed to parent borrower.</li> <li>• I understand loan money will <b>not</b> be applied toward costs owing on account for the student.</li> <li>• I understand the check may be delayed and student may be dropped from classes if tuition is not paid by due date.</li> </ul>			
I would like my loan money disbursed as indicated here ( <b>check one</b> ): <b>Option 1:</b> [ ] <b>Option 2:</b> [ ]			
<b>By submitting and signing this loan worksheet I certify the following:</b>			
I certify that the above information is true and accurate, that I have not borrowed in excess of Title IV loan limits, and that I am not in default on any previous Title IV loans (including PLUS) that I have borrowed. I acknowledge that I am borrowing a PLUS loan for the student named above. I have authorized Clark College to issue my loan money as indicated above. I understand my loan money will be used to pay for my dependent student's educational expenses and will be disbursed evenly over the loan period. I also understand that I have the right to rescind/modify this authorization prior to the student's registration for the period of this loan.			
I consent to the U.S. Department of Education and its agents obtaining a report of my credit record and using the information from that report in determining whether to make a Direct PLUS Loan to me. I understand that I will be notified in writing of the results of the credit check with respect to my loan application.			
Parent Borrower's Signature			Date:

**Please mail or FAX this form to: Office of Financial Aid.  
1933 Fort Vancouver Way, Vancouver, WA 98663-3598. Tel: 360-992-2153 Fax: 360-992-2864**