

**PLEASE READ THE FOLLOWING PAGES BEFORE COMPLETING YOUR  
CONCORDIA UNIVERSITY US LOAN APPLICATION**

Applying for federal student aid at a foreign school is different from applying to a US school. Documents are not automatically sent to Concordia University. Your completed application and required documents need to be uploaded securely to your MyConcordia portal. ***Faxed and emailed documents will not be accepted.***

Finalizing your loan application could take a minimum of 4 weeks, so make sure that you complete all steps and submit all required documents and forms by the recommended deadlines. We will continue to process incoming applications after the recommended deadline however, we cannot ensure that you will receive your loan in time to meet the University payment deadline.

For more information and instructions on how to upload your documents, please visit the following website:  
<https://www.concordia.ca/students/financial/loans/us.html>

#### **Required Steps and Information**

- Have you **accepted your offer of admission** to Concordia University? You need contact the Financial Aid & Awards Office (FAAO) to confirm that your program is FSA eligible. **You must be admitted, registered in a program, and enrolled in classes to receive funding.**
- Have you read the US Higher Education's Private Educational Loan Disclosure and **completed the Private Education Loan Self-Certification Form**?
- Did you book your appointment for **Academic Advising** with your Faculty? Registration opens in March for most programs.
- Have you submitted your **immigration documentation**? Contact the **International Students Office** for more information. <https://www.concordia.ca/students/international.html>
- Do you need a **'Proof of Funding'** letter for Certificate of Acceptance to Quebec (CAQ)? Your loan must be fully processed by our office before we can issue one to you.
- Do you want anyone to have 'AUTHORIZED CONSENT' on your loan file?**

Concordia abides by the [Act respecting Access to documents held by public bodies and the Protection of personal information](#). Information about a student's academic progress, attendance, and access to their records cannot be provided to their parent(s)/guardian(s) without the student's written permission.

**If you wish to authorize FAAO Staff to share your loan information with a third party (parents/guardians, etc.), you have the option of submitting a valid and completed proxy form to our office.** We advise that you discuss this with your parent(s) and/or guardian(s).

## **US STUDENT PRIVACY PROTECTION**

As a Title IV post-secondary institution, Concordia is subject to the requirements of the Gramm-Leach-Bliley Act (GLBA, 2002); implementing the appropriate safeguards regarding students' personal information is required by law.

In addition, under Quebec privacy laws, student information is considered private. Legally we are unable to supply information to anyone else but the student and authorized internal individuals. [View the policy on personal information privacy here.](#)

To protect your privacy, and to avoid the breach of any personally identifiable information (PII), the FAAO at Concordia University can only accept documents you securely upload to your MyConcordia portal.

**PERSONALLY IDENTIFIABLE INFORMATION (PII)** are items that can be used to identify you and can include, but are not limited to, your social security number, date of birth and even your address. Any emails with attachments that include **PERSONALLY IDENTIFIABLE INFORMATION (PII)** will be deleted and destroyed as per Concordia University's policy.

Please see our website for more details:

<https://www.concordia.ca/offices/faao/new-&-returning-students.htm>

**PURPOSE:** The US Private Loan Application is a required document. We are not able to process your funding without it.

Please make sure to include your Concordia University Student ID number on all pages where indicated and to sign and date all pages. You must submit all pages of the application.

**PERSONAL INFORMATION:** To verify your identity, we need your date of birth, your **full legal last name, first name and middle initial, as they appear on valid US government-issued documents.**

**ELIGIBILITY STATUS:** Select **ALL** boxes applicable to your situation and make sure to enter the expiry date indicated on your Study Visa. Please indicate if you would like us to provide you with a **Proof of Funding Letter** for your Student Visa application. Your loan must be fully processed by our office before we can issue one to you.

**OTHER FINANCIAL ASSISTANCE (OAF) REPLACES ESTIMATED FINANCIAL ASSISTANCE (EFA):** You will need to indicate if you are going to receive money from sources **other than** your US Private Loans.

**ACADEMIC INFORMATION:** You must be fully registered in your courses before we can process your file. This means that the number of terms and the number of credits specified on your USLA must match what is on your transcript.

A completed registered course load is a requirement of the loan processing protocol and helps to ensure that you are receiving the accurate funding amounts. **Wait-listed classes do not count in the course load calculations.**

**SIGNATURE and DECLARATION:** It is important to acknowledge that you have read and understand the statements on the Signature and Declaration Page. Signing and dating each section where required is a form of identification of the signatory, helps establish accountability, and provides a clear record of the agreement or transaction.

**Your US Loan will not be processed if the Signature and Declaration page has not been completed.**

***I acknowledge that I have read and understand the information presented on pages 1- 3 of this form.***

<i>Student Signature</i>	<i>Date (mm/dd/yyyy)</i>
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***ELECTRONIC SIGNATURES ARE ACCEPTED***

CONCORDIA STUDENT ID NO:
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<b>PERSONALLY IDENTIFIABLE INFORMATION (PII): PLEASE PRINT</b>		
LEGAL LAST NAME	LEGAL FIRST NAME	MIDDLE NAME
DATE OF BIRTH (MM/DD/YYYY)	<input type="checkbox"/> I am taking courses in Summer 2024	

<b>ELIGIBILITY STATUS: CHECK ALL RELEVANT BOXES</b>	
<input type="checkbox"/> I AM AN AMERICAN CITIZEN	<input type="checkbox"/> I AM A VETERAN OF THE US ARMED FORCES
<input type="checkbox"/> I AM ELIGIBLE NON-AMERICAN CITIZEN	<input type="checkbox"/> I AM ON ACTIVE DUTY WITH THE US ARMED FORCES
<input type="checkbox"/> I HAVE DUAL AMERICAN/CANADIAN CITIZENSHIP	<input type="checkbox"/> I AM APPLYING FOR FEDERAL STUDENT AID FOR THE 1 <sup>st</sup> TIME
<input type="checkbox"/> I AM A CANADIAN CITIZEN WITH CANADIAN FUNDING FROM THIS PROVINCE:	<input type="checkbox"/> I HAVE MY STUDENT VISA. THE EXPIRY DATE IS:
<input type="checkbox"/> I HAVE HAD US FEDERAL LOANS OR GRANTS IN THE PAST	<input type="checkbox"/> I WILL NEED A PROOF OF FUNDING LETTER FOR MY STUDENT VISA APPLICATION. MY VISA SUBMISSION DEADLINE IS:

<i>Student Signature</i>	<i>Date (mm/dd/yyyy)</i>
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**APPLICATION DEADLINES FOR THE 2024-2025 AID YEAR ARE AS FOLLOWS**

**SUMMER 2024: April 18<sup>th</sup>, 2024**  
**FALL 2024/WINTER 2025: June 7<sup>th</sup>, 2024**  
**WINTER 2025 (ONLY): October 31<sup>st</sup>, 2024**

# OTHER FINANCIAL ASSISTANCE (OAF) DISCLOSURE FORM

(FORMERLY EFA)

CONCORDIA STUDENT ID NO:
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In support of your application for U.S. Federal Student Aid, you are required to inform the FAAO of any and all income/financial assistance (anticipated or actual) that you will be receiving during the academic year. **If additional financial assistance is received after the Direct Loan funds are disbursed, it is your responsibility to provide Financial Aid & Awards Office with the updated information as soon as possible.**

UNDERGRADUATE ACADEMIC INFORMATION		
I AM PURSUING A BACHELOR'S DEGREE <input type="checkbox"/> OTHER: _____ IN THE FACULTY OF		
<input type="checkbox"/> ARTS & SCIENCE <input type="checkbox"/> JMSB <input type="checkbox"/> ENGINEERING & COMPUTER SCIENCE <input type="checkbox"/> FINE ARTS <input type="checkbox"/> OTHER _____		
MY PROGRAM IS:	EXPECTED GRADUATION DATE:	
CHECK THE SEMESTER(S) YOU REQUIRE FUNDING FOR AND INDICATE THE NUMBER OF CREDITS YOU ARE TAKING:		
<input type="checkbox"/> SPRING/SUMMER: ____ <input type="checkbox"/> FALL: ____ <input type="checkbox"/> WINTER: ____		
UNDERGRADUATE FINANCIAL INFORMATION		
ARE YOU GETTING OTHER FINANCIAL ASSISTANCE (OFA) FOR THE 2024-25 ACADEMIC YEAR? <input type="checkbox"/> YES <input type="checkbox"/> NO		
FUNDING (SPECIFY THE TYPE)	AMOUNT	
SCHOLARSHIPS (ex. Entrance)	\$ _____	
BURSARIES (ex. In-Course)	\$ _____	
CANADIAN STUDENT LOANS (ex. Alberta, Ontario)	\$ _____	
OTHER US LOANS/GRANTS (ex. VSAC, FAME, etc.)	\$ _____	
UNDERGRADUATE REQUESTED LOAN AMOUNT(S)		
<input type="checkbox"/> I ONLY WANT TO RECIEVE US PRIVATE LOANS	<input type="checkbox"/> I WANT TO RECEIVE PARENT PLUS LOANS	
<input type="checkbox"/> I WANT TO LIMIT MY LOANS TO: _____ (USD)	<input type="checkbox"/> I WANT TO RECEIVE US UNSUBSIDIZED DIRECT LOANS	
<input type="checkbox"/> I WANT TO RECEIVE US SUBSIDIZED DIRECT LOANS	<input type="checkbox"/> I WANT TO RECIEVE SUBSIDIZED & UNSUBSIDIZED	
GRADUATE ACADEMIC INFORMATION		
I AM PURSUING A <input type="checkbox"/> MASTER'S DEGREE <input type="checkbox"/> PH.D. <input type="checkbox"/> OTHER: _____ IN THE FACULTY OF		
<input type="checkbox"/> ARTS & SCIENCE <input type="checkbox"/> JMSB <input type="checkbox"/> ENGINEERING & COMPUTER SCIENCE <input type="checkbox"/> FINE ARTS <input type="checkbox"/> OTHER: _____		
MY PROGRAM IS:	<input type="checkbox"/> WITH THESIS   EXPECTED GRADUATION DATE:	
CHECK THE TERMS YOU REQUIRE FUNDING FOR AND INDICATE THE NUMBER OF CREDITS YOU ARE TAKING:		
<input type="checkbox"/> SPRING/SUMMER 2024: ____ <input type="checkbox"/> FALL 2025: ____ <input type="checkbox"/> WINTER 2025: ____		
GRADUATE FINANCIAL INFORMATION		
ARE YOU GETTING OTHER FINANCIAL ASSISTANCE (OFA) FOR THE 2024-25 ACADEMIC YEAR? <input type="checkbox"/> YES <input type="checkbox"/> NO		
GRADUATE ASSISTANTSHIP	FALL/WINTER: \$	SUMMER: \$
RESEARCH ASSISTANTSHIP	FALL/WINTER: \$	SUMMER: \$
TEACHING ASSISTANTSHIP	FALL/WINTER: \$	SUMMER: \$
TUITION WAIVER	FALL/WINTER: \$	SUMMER: \$
INTERNAL AWARDS/SCHOLARSHIPS	FALL/WINTER: \$	SUMMER: \$
EXTERNAL AWARDS/SCHOLARSHIPS	FALL/WINTER: \$	SUMMER: \$
GRADUATE REQUESTED LOAN AMOUNT(S)		
<input type="checkbox"/> I WANT TO RECEIVE US PRIVATE LOANS	<input type="checkbox"/> I WANT TO RECEIVE GRADUATE PLUS LOANS	
<input type="checkbox"/> I WANT TO RECEIVE UNSUBSIDIZED DIRECT LOANS	<input type="checkbox"/> I WANT TO LIMIT MY LOANS TO: _____ (USD)	

## **PRIVATE LOAN SIGNATURE AND DECLARATION PAGE**

I, \_\_\_\_\_ *(please print)* certify that all the above information provided to Concordia University, is true and accurate to the best of my knowledge. I agree to notify Concordia University of any changes which may impact my eligibility as a borrower, or which may impact the amount I am able to borrow. I grant permission to Concordia University to communicate any and all information provided on my student loan applications and/or affiliated documents, emails, facsimiles, and/or telephone calls and to use this information in the administration of the loan, including application and compliance. I assert that I have read the rules and regulations for all relevant funding and understand my risks and responsibilities as a student and as a borrower.

<i>Student Signature</i>	<i>Date (mm/dd/yyyy)</i>
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I, \_\_\_\_\_ *(please print)* understand that I must inform my Financial Aid Advisor at Concordia University of any changes in my circumstances, including but not limited to changes in enrollment, student status, awards, living arrangements, contact information, etcetera. I acknowledge that it is my responsibility as a borrower to provide accurate and updated information to Concordia University throughout my studies and I exonerate the aforementioned parties from any harm, or damages incurred by inaccurate, missing or expired information.

<i>Student Signature</i>	<i>Date (mm/dd/yyyy)</i>
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I, \_\_\_\_\_ *(please print)* understand that my tuition and fees will be automatically deducted from my financial aid as per Concordia University policy and that FFAO will notify me once the cheque arrives.

<i>Student Signature</i>	<i>Date (mm/dd/yyyy)</i>
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