

**WEST VIRGINIA UNIVERSITY – SCHOENBAUM LOAN
REQUEST FOR DEFERMENT/CANCELLATION**

Part I – To Be Completed by the Borrower

First Name: _____	Last Name: _____	M.I.: _____
Social Security Number: ____ - ____ - _____	Phone: (____) ____ - _____	
Current Mailing Address: _____		
City: _____	State: _____	Zip Code: _____
Name of Employer/School: _____		
Address: _____		
City: _____	State: _____	Zip Code: _____
Phone Number: (____) ____ - _____	Job Title: _____	

I am requesting:	
____ DEFERMENT from ____/____/____ to ____/____/____ as I anticipate completing one full year of service.	
____ CANCELLATION from ____/____/____ to ____/____/____ as I have completed on full year of service	
I declare that I am employed as a full-time teacher in a public or other nonprofit elementary or secondary school which is in a school district in West Virginia. I declare all information provided in this request to be accurate and true. I will notify ECSI and/or my lending institution immediately of any change in my employment status and begin repayment if necessary.	
_____ Signature of Borrower	_____ Date

Part II: To Be Completed by the Employer

Name of School: _____	County: _____	
Address: _____		
City: _____	State: _____	Zip Code: _____
Phone Number: (____) ____ - _____		
Print Name & Title of Authorized Official: _____		
Signature: _____	Date: _____	

Place School Seal or Stamp Here (notary seal not acceptable):

**This form will be returned to borrower if incomplete*

**If employer seal or stamp not available, please attach letterhead certification: A letter written on employer letterhead by the employer verifying full-time dates of employment & job description.*

Mail form to: West Virginia University, Student Loan Officer, PO Box 6003, Morgantown, WV 26506-6003
If you have any questions, contact WVU at (304) 293-2809.