



Perkins Loan Office
Western Kentucky University
1906 College Heights Blvd. #11023
Bowling Green, Kentucky 42101-1023



Request for Deferment/Cancellation of Federal Perkins Loans

PART 1 – BORROWER INFORMATION

Name:		Social Security Number:	
Address:	City	State	Zip
Home Phone	Work Phone		Cell
Email	Loan #		

Section A: Postponement

I am requesting a postponement because I declare that I am a full-time staff member in the educational part of a Head Start program.

Postponement Period

Starting Date	Month	Year
Ending Date	Month	Year

Section B: Cancellation

I am requesting a cancellation because I have completed the previous year of service (listed below) as a full-time staff member in the educational part of a Head Start program. The cancellation rate is 15% of the original principal loan amount – plus the interest that accrued during the year for each complete school year.

Cancellation Period

Starting Date	Month	Year
Ending Date	Month	Year

Section C: Borrower's Signature

This form is invalid without borrower's signature, social security number, start and end dates, job description and complete certification by employer. I hereby claim that the above information is true. I agree to notify Western Kentucky University immediately upon termination of my claimed status.

 Borrower's Signature

 Date

Instructions for borrower

1. Fully complete the form (we will return the form unprocessed if any information is missing)
2. You must sign and date the form
3. Have your form certified by an authorized official of your employer
4. Attach copy of job description
5. If you change employers during the year notify our office immediately (There may be no breaks between periods of employment)
6. Return forms and supporting documents with enclosed envelope.

YOU are responsible for submitting the proper forms on time. YOU must provide the Perkins Loan Office with the appropriate forms if you wish to relieve yourself of the obligation to pay, or you will be required to make payment when due. A late penalty charge will be assessed if you fail to file properly completed forms in a timely manner. Account must be current prior to beginning date of employment/service.

Part II - TO BE COMPLETED BY CERTIFYING EMPLOYER

Name of Employer	Telephone
Address	City, State, Zip
Fax #	Email Contact

I certify that the information stated on the front page is correct.

 Signature Title Date

Part III – Approval (for Western Kentucky University use only)

Loan #	15%	20%	30%	Principal Canceled	Balance After Transaction
				\$	\$
				\$	\$
				\$	\$
				\$	\$
				\$	\$

 Signature of University Official **Bursar** Title Date

