

## INSTRUCTIONS FOR DEFERMENT

- 1 – Fill out the area for your address, phone, and social security number at the top of the form.
- 2 – Mark the line next to the deferment for which you qualify.
- 3 – Fill in the starting and ending dates of the deferment – about half way down the form.
- 4 – Directly below this, sign and date the form.
- 5 – Take the form to an official to have Part 2 certified. For instance, students need to have the Registrar at the school they are attending certify Part 2.

All deferments are based on when you borrowed your money. Pay close attention to the dates shown by each category. The date(s) you borrowed your money must fall within those dates. If there is no date, all Perkins Loans are eligible.

**STUDENT DEFERMENT:** There is no limit to the amount of student deferment you may have. All Perkins Loans are eligible for student deferment as long as you are enrolled as at least a half-time student. You must wait until classes start to have your form certified. Form certified prior to the start date of classes will be returned denied. A deferment form is on the bottom of each grace notice you receive, and each billing statement.

**EXIT PAPERWORK:** You are required to complete paperwork at the time you leave UNI. There are three forms – the Exit Questionnaire, the Final Truth-in-Lending/Repayment Schedule, and the Receipt confirmation form – that must be completed and returned to this office before any deferment will be applied. To be in compliance with federal regulations, we are required to have a signed copy of this information in your file.

**OFFICIAL SEAL OR STAMP:** We are required by regulation to have an official stamp or seal affixed to the form at the bottom right edge of the form. If your organization has no official stamp or seal, (a rubber stamp with the organization's address will suffice) you must have your certifying official attach a letter on letterhead certifying your dates of participation.

Specific information on other deferments can be obtained from our office. Only student deferment information was included here because it is the most common deferment for UNI students.

Those applying for **financial hardship or temporary disability deferments** must obtain the required paperwork from our office.

### RETURN ALL FORMS AND DIRECT ALL QUESTIONS TO:

University of Northern Iowa  
ATTN: Perkins Loans  
Controller's Office, Gilchrist 256  
Cedar Falls, IA 50614-0008

(319)273-3539 or 273-6441  
fax: (319)273-2001  
e-mail: [penny.becker@uni.edu](mailto:penny.becker@uni.edu) or  
[joyce.willms@uni.edu](mailto:joyce.willms@uni.edu)

**REQUEST FOR DEFERMENT**  
**INCOMPLETE FORMS WILL BE RETURNED TO YOU, DELAYING THE PROCESS**

NAME	SSN
STREET ADDRESS	
CITY, STATE, ZIP	DAY PHONE:
E-MAIL ADDRESS	HOME PHONE:

**MARK THE BOX MOST APPROPRIATE TO YOUR SITUATION**

- ☐ Enrolled as at least a half-time student in an institution of higher education. (all Perkins Loans) A new form will be required each semester.
- ☐ Pursuing a course of study in a graduate fellowship training program. (Such as a Fulbright grant) (all Perkins loans)
- ☐ Pursuing a course of study in a rehabilitation training program for disabled individuals. (all Perkins loans)
- ☐ Serving an eligible internship or residency. (ONLY Perkins borrowed AFTER 10/80, and BEFORE 7/93) More information will be required.
- ☐ Full-time volunteer in a tax-exempt organization. (ONLY Perkins AFTER 10/80, and BEFORE 7/93) Full-time, 1 full year, include tax exempt number.
- ☐ Officer in commissioned corps of US Public Health Service. (ONLY Perkins borrowed AFTER 10/80, and BEFORE 7/93)
- ☐ Member of the US Armed Forces on full-time active duty. (ONLY Perkins borrowed BEFORE 7/93) (3 yr. maximum)
- ☐ On active duty in National Oceanic & Atmospheric Admin. Corps. (ONLY Perkins borrowed AFTER 7/87, and BEFORE 7/93)
- ☐ Temporary total disability or caring for a disabled dependent. (ONLY Perkins borrowed BEFORE 7/93) Doctor's affidavit required.
- ☐ Economic hardship, unemployment, or forbearance. **YOU MUST CONTACT THIS OFFICE FOR THE NECESSARY PAPERWORK.**

**Deferment starting date** \_\_\_\_\_ **Ending date** \_\_\_\_\_

I declare that the information above is true and correct. I further declare that I will notify the University of Northern Iowa immediately upon any change in my status.

**SIGNATURE OF BORROWER:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**PART 2 – CERTIFICATION TO BE COMPLETED BY THE APPROPRIATE OFFICIAL.**

SPECIFIC DATES OF PARTICIPATION: \_\_\_\_\_

Signature of authorizing official: \_\_\_\_\_

(ie Registrar, Commanding Office, Peace Corps Official)

Printed name and title of official: \_\_\_\_\_

Name of institution or organization: \_\_\_\_\_

Address of institution or organization: \_\_\_\_\_

Phone: \_\_\_\_\_ Date: \_\_\_\_\_ **SEAL:** \_\_\_\_\_

**IF THERE IS NO OFFICIAL SEAL OR STAMP, INCLUDE A LETTER ON LETTERHEAD FROM YOUR OFFICIAL VERIFYING YOUR DATES OF PARTICIPATION.**