SELF Loan®

Paper Application Checklist

- Counseling is REQUIRED and the signed Acknowledgement MUST be returned with your application unless you completed counseling online.
- Please note that a co-signer is REQUIRED for this loan.

YOUR APPLICATION WILL NOT BE PROCESSED AND WILL BE SENT BACK IF THESE ITEMS ARE NOT COMPLETED:

BORROWERS:
- Is your name clearly written or typed as LAST, FIRST, MIDDLE INITIAL in #1?
- Is your Billing Address Complete?
- Did you complete #5 with your State of Residence and the Year?
- Is #7 completed with a requested dollar amount?
- If it appears that #7 is altered in anyway, you will be required to complete a new application.
- Did you select an Interest Rate option in #8? (REQUIRED)
- If it appears that #8 is altered in anyway, you will be required to complete a new application.
- Did you sign your application in #11?
- Do you have a co-signer and is their section complete? (REQUIRED)
- Is the School Name, USDE Vendor Number and anticipated Graduation/Separation Date fully completed at the bottom in #14?
- Make sure to complete and return the following documents:
  - Application & Promissory Note
  - Private Education Loan Applicant Self-Certification form
  - SELF Loan Counseling Acknowledgement form

CO-SIGNERS:
- Is your section fully completed?
- Is your name clearly written or typed in #12a?
- Is your correct and complete Social Security Number provided in #12b?
- Is #12e fully completed with ID Number if needed?
- Did you complete #12f with your relation to the person in #1?
- Did you sign #13 in the presence of a Notary?
- Did the Notary stamp or seal #13?

YOUR APPLICATION WILL BE DENIED IF:
- The Borrower and/or Co-signer are past due on any previous payments with Firstmark.
- If the Co-Signer does not meet the definition of credit-worthiness.
- If you have already borrowed the SELF grade level maximum.
- If it is received more than 5 days after the end of the loan period.