

## Duke Institutional Loan Forbearance Request

**Note: Additional certification may be required with this form.**

### **PART 1 To Be Completed by the Borrower**

\_\_\_\_\_ Borrower Name

\_\_\_\_\_ Duke ID Number

\_\_\_\_\_ Email

\_\_\_\_\_ Mailing Address

\_\_\_\_\_ City

\_\_\_\_\_ State

\_\_\_\_\_ Zip

\_\_\_\_\_ Home Phone

\_\_\_\_\_ Cell Phone

\_\_\_\_\_ Work Phone

### **PART 2 Period Of Request**

\_\_\_\_\_ Beginning Date

\_\_\_\_\_ Ending Date

\_\_\_\_\_ Anticipated Separation Date

### **PART 3 Reason For Request**

This is to certify that I am or was:

\_\_\_\_\_ Enrolled at least half-time

**REQUIRED DOCUMENTATION:** Signed letter from your registrar's office.

\_\_\_\_\_ In an approved graduate fellowship program or in an approved rehabilitation training program for the disabled.

**REQUIRED DOCUMENTATION:** Signed letter from your program coordinator

\_\_\_\_\_ Unemployment / Inability to find full time employment/ Economic Hardship.

**REQUIRED DOCUMENTATION:** A letter from an employment agency, copy of unemployment check, verification of government assistance, verification of other economic hardship deferrals.

\_\_\_\_\_ Active Duty Military service during war, military operation, or national emergency. A member of the National Guard or other reserve component of the US armed forces and called or ordered to active duty while enrolled at least half-time at an eligible school or within six months of having been enrolled at least half-time.

**REQUIRED DOCUMENTATION:** Signed military orders.

\_\_\_\_\_ Other acceptable reason.

**REQUIRED DOCUMENTATION:** Letter explaining your need for forbearance and any supporting documentation requested by Duke University.

### **PART 4 Declaration**

I hereby claim that the above information is true and accurate. I agree to notify Duke University immediately upon termination of or change in my claiming status. I further declare that if, for any reason, I am unable to complete a year of service for which I have requested deferment benefits, I will begin repayment of my loan.

\_\_\_\_\_ Borrower Signature

\_\_\_\_\_ Date