



Student Financial Aid Office
11400 Robinwood Drive
Hagerstown, MD 21742
finaid@hagerstowncc.edu
FAX: 301-791-9165

Prior Student Loan Default Appeal Instructions

WARNING: If you purposely give false or misleading information on this worksheet, you may be fined, be sentenced to jail, or both.

A student whose prior student loan(s) are currently defaulted (behind on student loan payments by more than 270+ days OR reflect a defaulted status) must complete this loan appeal and be approved by the director in order to be eligible for student loan funding at Hagerstown Community College.

If the loan(s) are still in default and you have made no effort to resolve the default, do not complete this appeal as you must first clear the default and bring the loans into good standing. Don't worry though; our office is here to help you through the process! If you feel overwhelmed and are struggling with what to do, please contact us and we will be glad to offer any assistance we can!

IMPORTANT: You may complete the paperwork individually and submit it to the Student Financial Aid Office or you may complete the appeal in person with a student financial aid staff representative. In very limited circumstances other arrangements may be made. Please contact us at (240)-500-2473 or email us at: finaid@hagerstowncc.edu to arrange an appointment or to ask any questions.

Requirement Check List:

- Print and complete the Default Appeal Form on your own **OR** schedule an appointment with the Student Financial Aid Office for one-on-one assistance.
- Complete the three student loan sessions online at <https://hagerstowncc.get-counseling.com/> - the sessions are Essentials of Student Loan Repayment, Comprehensive Student Loan Repayment, and Fundamentals of Student Loans and Repayment.
- Answer all of the following questions with a short essay, typed on a separate sheet of paper:
 1. Why did your student loan(s) go into default status?
 2. What is your plan to avoid defaulting again?
 3. How have your money management skills improved since the last time you defaulted?

- On a separate sheet of paper hand write the following Declaration of Intent (be sure to include your signature and date);

“I understand that I am requesting loan funds and I fully intend to pay them back according to my loan servicer’s repayment schedule once I have graduated or otherwise dropped below half-time enrollment.”

- Provide HCC with a Student Loan clearance letter, sometimes called a Title IV Reinstatement letter, from your new loan servicer or the collection agency.

After you have completed all items, gather all forms and submit to the Student Financial Aid Office:

1. Appeal form
2. Proof of student loan online sessions completion
3. Typed answers to essay questions
4. Declaration of Intent
5. Student Loan Clearance Letter from your lender

Your appeal will not be reviewed and will be considered incomplete unless all FIVE items are completed.



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Student Last Name: _____ First Name: _____ MI: _____

HCC ID: _____

If you still have student loans, calculate your monthly repayment amount under the standard repayment plan. Provide a print out of your results. If you do not have current loans, enter "N/A."

Monthly Repayment Amount: \$_____

Complete the budget below based on your current income and expenses.

Monthly Income	
Salary/Wages/Tips	\$
Untaxed Income (TANF, SSI, etc.)	\$
Financial Aid (Pell, FWS, etc.)	\$
Child Care Assistance (Child Support, etc.)	\$
Other Income:	\$
Total Income:	\$

Do you receive assistance from any of the following programs?

- Food Stamps (SNAP)
 Section 8
 Reduced Utilities

Monthly Expenses	
Housing (rent/mortgage, utilities)	\$
Transportation (fuel, maintenance, car payment)	\$
Personal (food, household, insurance)	\$
School Expenses (tuition, fees, books, supplies)	\$
Child Care	\$
Credit Card Payments	\$
Other:	\$
Total Expenses:	\$

Signature: _____ Date: _____