SHORT-TERM ADVANCE INSTRUCTIONS

Eligibility Requirements:
- Enrolled at least half time as a University of Wyoming student.
- Be in good academic standing (you cannot be on probation or suspension)
- Must have a minimum cumulative GPA of 2.0 (for Undergraduates, Law or Pharmacy students) or 3.0 (for Graduate students)
- Have a good repayment and credit history with the University of Wyoming
- Advances against verified current term financial aid only.
- Title IV must be A in order to have the advance deducted from your financial aid. (see financial aid)
- Advance plus fee may not exceed 50% of available financial aid after all tuition, fees and other student account charges have been deducted.
- Loan Advance Fee is set at 2.0000 % of the loan proceeds.

Instructions
1. Complete the Short-Term Student Loan application for Advances and return the original, signed document to room 172 Knight Hall.
2. Have a financial aid loan specialist complete a Verification of Financial Aid form to return with your application.
3. Current e-mail address is required
4. Normally a loan is processed within 24 to 48 hours.
5. A photo ID is required
6. References, family members not living in the same household are preferred. Your references may not be students, faculty or staff of the University of Wyoming. Your references will not be contacted unless there is a problem with the account and we are unable to contact you.

Our office hours are 8:00 AM to 5:00 PM during the regular school year and 7:30 AM to 4:30 PM during the summer semester.

Outreach Students:
1. E-mailed applications are acceptable for review. Original documents with appropriate signatures are required prior to disbursement for funds.
2. Promissory note (must be notarized), Truth in Lending and Payment Authorization Forms will be e-mailed to you for notarization, signature and date. Original forms must be received prior to disbursement of funds.
3. Checks are sent regular mail unless we are provided with a self-addressed, prepaid overnight envelope with your documents.
UNIVERSITY OF WYOMING

SHORT-TERM STUDENT LOAN APPLICATION
(Advances Only)

COMPLETE ALL QUESTIONS LEGIBLY. Incomplete applications may be rejected.

FULL LEGAL NAME____________________________________________________ Soc Sec No _________________________

W#: ______________________________________________

CURRENT ADDRESS________________________________________________________________________________________________
Street/PO Box City State Zip

PHONE____________________________ BIRTH DATE______________________ (By law, applicants under age 18 must have a co-signer)

E-MAIL ADDRESS_____________________________________________________________________________________

DO YOU HAVE AN OUTSTANDING SHORT-TERM LOAN AT THE UNIVERSITY OF WYOMING? (CIRCLE ONE)
Yes No

I am requesting $_______________________ to cover educational expenses until my financial aid has been disbursed by the University of Wyoming. I am also requesting the funds to cover this advance be automatically deducted from my award.

REFERENCES: Give full names, addresses & phone #s of three references who are not current students, faculty or staff of the University of Wyoming. We prefer family members or close family friends. They may not be living at the same address.

<table>
<thead>
<tr>
<th>Name</th>
<th>Street Address</th>
<th>City</th>
<th>State</th>
<th>Zip</th>
<th>Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td>Parent or Spouse:</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Reference:</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Reference:</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

ACKNOWLEDGEMENT AND AGREEMENT:
1. I understand that I will be responsible for repaying this advance should my financial aid disbursement not be made or is not adequate to cover repayment of this advance plus Loan Advance Fee.
2. I understand that if the loan is not deducted from my financial aid pass, I am still responsible for the loan.
3. I will keep the office of Student Financial Operations advised of my address until this advance is repaid.
4. UW reserves the right to place a hold on transcripts, diploma, and future registration for classes for failure to abide by the terms of this advance. Advance status and repayment history may be reported monthly to TransUnion Credit reporting agency.
5. UW may offset any payroll payment I may have due to me as an employee at the UW for delinquent /defaulted amounts owed.

By signing below I am agreeing to the terms of this advance as stated above and verifying that the information provided above is correct.

SIGNATURE OF APPLICANT ______________________________ DATE ______________________________

My Commission expires ______________________________

County of ________________

The foregoing instrument was acknowledged before me by ______________________________

This __________ day of ________ 20____.

Witness my hand and official seal

Notary Seal

**************************************FOR OFFICE USE ONLY**************************************

Academic Standing ________________ Credit hrs enrolled ________________ (if <12m was FT benefit package purchased) ________________

SPECIAL CONDITIONS REPAYMENT HISTORY VERIFICATION

Refinance existing loan ______ Loan type (s)__________________________

Co-Signer required ______ Loan date(s)__________________________ Employment verified____________________

International app required______ Balance Owed $____________________ Suitable Repayment________________

Repayment rating_________________ ______________________________

Date reviewed_________________ Amount granted $_________________ Monthly repayment $_________________

First payment due _____________ Last payment due ___________________ Loan period_______________________

Special Provisions ______________________________

Loan Approved _________________ Rejected _______________ Reason(s)______________________________

__________________________________________________________________________________________

__________________________

County of ____________________

Notary Public