

# BOSTON COLLEGE

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**Instructions to Applicant:** The Applicant always completes sections A, B, and C. Section D is only completed once the cancellation benefit is earned upon completion of a full academic year postponement of payment period. Once you have completed your sections, deliver the form to your Principal or a verification specialist in your Human Resources office for completion of sections E and F.

**Instructions to Employer:** The Employer completes sections E and F of this form. Your employee (the applicant) is hereby applying for a Federal Loan benefit based on the fact that he/she is a full-time teaching professional as defined in the statement above.

## section a

Borrower's Name

BC Eagle ID Number or Last Four Digits of Your Social Security Number

Home Address

City

State

Zip

Cell Phone

Residence Phone

Job Title

Email Address

## section b

Name of School Where Applicant Teaches

Address of School Where Applicant Teaches

City

State

Zip

School Telephone Number

**IMPORTANT:** Partial cancellations are only provided after successful completion of a full academic year postponement of payment period, or its equivalent, at which time you will submit a second form with Section D completed.

## section c

1. This is the first time I am applying for a postponement of payment for the school named in Section B.  
 Yes  No  
If you answered yes, you are required to submit a hire letter or contact copy for your position.
2. I anticipate that I will complete a full academic year of employment in the school named in Section B and thereby qualify for the cancellation that follows my postponement of payment.  
 Yes  No
3. My official first day of full-time employment as a teaching professional with this school was or will be:  
  
\_\_\_\_\_

1. Is this organization a public or private non-profit elementary/secondary school?  
 Yes  No
2. If the applicant works for a private academy, has the academy established its non-profit status with the Internal Revenue Service and is the academy providing elementary and/or secondary education according to state law?  
 Yes  No
3. Is the applicant a full-time teacher for the purposes of salary, tenure, and retirement benefits; providing direct classroom  teaching; classroom-type teaching in a non-classroom setting; or education services directly related to classroom teaching?