

Perkins Loan Instructions

The following three forms (*Perkins Master Promissory Note*, *Statement of Rights and Responsibilities*, and *Entrance Interview Checklist*) must be printed, completed and mailed to:

Lake Superior State University
Attn: Perkins Loan Office
650 W. Easterday Ave.
Sault Ste. Marie, MI 49783

Terms and Conditions

By signing the *Perkins Master Promissory Note* and *Statement of Rights and Responsibilities* you agree to the terms and conditions presented in these documents. If you have any questions, you should call our Perkins Loan Office at (906) 635-2592 prior to signing your *Perkins Master Promissory Note* and *Statement of Rights and Responsibilities* forms.

Personal References

When completing your personal references on the *Entrance Interview Checklist*, you must not duplicate any addresses and you may not use a reference that is living with you or your parents.

Loan Disbursement

Your loan will be disbursed to your account on the latter of the authorized disbursement date, as set by the Financial aid Office, or on the date all of the completed documents are received by the Perkins Loan Office. If any of the documents are submitted incomplete, a hold will be placed on your account and you will be sent notification via your Lake Superior State University email address.

Important: For Your Records

It is recommended you photocopy each completed form and store them with the rest of your LSSU financial information.