

CHECKLIST – DFC EDUCATION FINANCING

The following are required in order to apply for a student loan.

- 1. A valid copy of **Social Security Card or Passport** of the borrower.
- 2. A recent copy (NO MORE THAN 3 MONTHS) of a **Utility Bill** (light or water) registered in your name; or a signed letter from the registered owner certifying that you reside there.
- 3. A **Letter of Acceptance** from an accredited educational institution where the proposed program of study will be pursued. The letter must also state the **length of the program** and what qualifications it will lead to. Where the student is already enrolled in the program of study a **completion letter** to confirm the academic standing of the student is required and must be accompanied with a copy of **transcript of grades**
- 4. Course outline (course sequence), or letter from the institution showing detailed **cost of the program of study per academic year** and course content. Cost schedule should include **tuition, fees, books** and **other relevant expenses**.
- 5. Person (s) serving as **guarantors** must complete and sign the relevant forms and documents. These persons are required to submit:
 - a) **Copy of ID's**, as per item Number 1 above,
 - b) **Income Verification/Employment letter**.
 - c) Two most recent pay slip
 - d) A recent copy of a **Utility Bill** (light or water) no more than 3 months old registered in your name; or a signed letter from the registered owner certifying that you reside there.
- 6. Where **real estate** property is necessary as security, the proprietor (s) must submit the land title at the same time. In cases where a **matrimonial property** is offered as collateral, the owner's spouse must give written consent.
- 7. Where the loan is **above \$50,000** the surety must submit evidence that **legal advice** has been obtained regarding their rights and obligations as surety.
- 8. Evidence showing how the borrower will meet the **remaining cost** of the course and the **payment of interest** during grace period such as:
 - a) A **bank statement** showing the availability of additional funds.
 - b) A **letter** from the **educational institution** showing the offer of grant or bursary, scholarship or other form of financial assistance.
 - c) A **letter of support** from parent / guardian/ sponsor including the amount of the undertaking.

I hereby acknowledge that the above documentation is required before I can formally apply for a student loan and will provide any pending documents by: _____

Date: _____ Name: _____ Contact number: _____