



# PARENTAL LEAVE / WORKING MOTHER DEFERMENT REQUEST

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Form Approved  
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PLWM

## Federal Family Education Loan Program

USE THIS FORM ONLY IF YOU HAVE AN OUTSTANDING BALANCE ON A FEDERAL FAMILY EDUCATION LOAN PROGRAM LOAN THAT WAS MADE BEFORE JULY 1, 1993.

**WARNING:** Any person who knowingly makes a false statement or misrepresentation on this form or on any accompanying documents shall be subject to penalties which may include fines, imprisonment or both, under the U.S. Criminal Code and 20 U.S.C. §1097.

### SECTION 1: BORROWER IDENTIFICATION

Please correct or, if information is missing, enter below. If a correction, check this box:

SSN [ ] [ ] [ ] - [ ] [ ] [ ] - [ ] [ ] [ ] [ ]

Name \_\_\_\_\_

Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_

Telephone - Home ( ) \_\_\_\_\_

Telephone - Other ( ) \_\_\_\_\_

### SECTION 2: DEFERMENT REQUEST

Before answering any questions, carefully read the entire form, including the instructions and other information in Sections 5 and 6.

■ I meet the qualifications stated in Section 6 for the deferment checked below and request that my loan holder defer repayment of my loan(s) beginning [ ] [ ] - [ ] [ ] [ ] - [ ] [ ] [ ] [ ] while I am (check one):

On PARENTAL LEAVE.

**NOTE:** For a Parental Leave Deferment, the beginning deferment date listed above must be within six months of the date you were last enrolled in school at least half-time. **Federal PLUS Loan borrowers are not eligible for Parental Leave Deferments.**

A WORKING MOTHER.

**NOTE:** Federal PLUS Loan borrowers are not eligible for Working Mother Deferments. Additional conditions apply — see Section 6.

### SECTION 3: BORROWER UNDERSTANDINGS AND CERTIFICATIONS

■ I understand that: (1) Principal payments will be deferred, but if I have an unsubsidized loan, I am responsible for paying the interest that accrues.

(2) I have the option of making interest payments on my unsubsidized loan(s) during my deferment. I may choose to make interest payments by checking the box below; unpaid interest that accrues will be capitalized by my loan holder.

I wish to make interest payments on my unsubsidized loan(s) during my deferment.

(3) My deferment will begin on the date the deferment condition began. (4) My deferment will end on the earlier of the date that the condition that establishes my deferment eligibility ends or the certified deferment end date. (5) My loan holder will not grant this deferment request unless all applicable sections of this form are completed and any required additional documentation is provided. (6) If my deferment does not cover all my past due payments, my loan holder may grant me a forbearance for all payments due before the begin date of my deferment or — if the period for which I am eligible for a deferment has ended — a forbearance for all payments due at the time my deferment request is processed. (7) If I am applying for a Parental Leave Deferment and am in my grace period, I agree to waive up to one month of my grace period so that my deferment begins within six months of the date I was last enrolled in school at least half-time. (8) If I am eligible for a post-deferment grace period on loans made before October 1, 1981, my loan holder may grant me a forbearance on my other loans for this period so that I can begin repayment of all my loans at the same time. I understand that my loan holder may capitalize the interest that accrues on my other loans during the six-month period and that this will increase the principal balance of my other loans. (9) My loan holder may grant me a forbearance on my loans for up to 60 days, if necessary, for the collection and processing of documentation related to my deferment request. Interest that accrues during the forbearance will not be capitalized.

■ I certify that: (1) The information I provided in Sections 1 and 2 above is true and correct. (2) I will provide additional documentation to my loan holder, as required, to support my deferment status. (3) I will notify my loan holder immediately when the condition(s) that qualified me for the deferment ends.

(4) I have read, understand, and meet the eligibility criteria of the deferment for which I have applied, as explained in Section 6.

Borrower's Signature \_\_\_\_\_ Date \_\_\_\_\_

### SECTION 4: AUTHORIZED OFFICIAL'S CERTIFICATION

Required for Parental Leave Deferments only.

I certify, to the best of my knowledge and belief, that the borrower named above was last enrolled at least half-time on:

[ ] [ ] - [ ] [ ] [ ] - [ ] [ ] [ ] [ ] .

Name of Institution \_\_\_\_\_ OPE-ID \_\_\_\_\_

Address \_\_\_\_\_ City, State, Zip \_\_\_\_\_

Name/Title of Authorized Official \_\_\_\_\_ Telephone ( ) \_\_\_\_\_

Authorized Official's Signature \_\_\_\_\_ Date \_\_\_\_\_

## SECTION 5: INSTRUCTIONS FOR COMPLETING THE FORM

Type or print using dark ink. Report dates as month-day-year (MM-DD-YYYY). For example, 'January 1, 1999' = '01-01-1999'. If you are applying for a Parental Leave Deferment, an authorized official must complete Section 4. If you need help completing this form, contact your loan holder.

**Return the completed form and any required documentation to the address shown in Section 7.**

## SECTION 6: DEFINITIONS / ELIGIBILITY CRITERIA FOR PARENTAL LEAVE / WORKING MOTHER DEFERMENT REQUEST

### Definitions

- The **Federal Family Education Loan (FFEL) Program** includes Federal Stafford Loans (both subsidized and unsubsidized), Federal Supplemental Loans for Students (SLS), Federal PLUS Loans, and Federal Consolidation Loans.
- A **deferment** is a period during which I am entitled to postpone repayment of the principal balance of my loan(s). The federal government pays the interest that accrues during an eligible deferment for all subsidized Federal Stafford Loans and for Federal Consolidation Loans for which the Consolidation loan application was received by my loan holder **(1)** on or after January 1, 1993 but before August 10, 1993, **(2)** on or after August 10, 1993, if it includes **only** Federal Stafford Loans that were eligible for federal interest subsidy, or **(3)** on or after November 13, 1997, for that portion of the Consolidation loan that paid a subsidized Federal Stafford Loan or a Federal Direct Stafford/Ford (Direct Subsidized) Loan. I am responsible for the interest that accrues during this period on all other FFEL Program loans.
- **Forbearance** means permitting the temporary cessation of payments, allowing an extension of time for making payments, or temporarily accepting smaller payments than previously scheduled. I am responsible for paying the interest on my loan(s) during a forbearance.
- The **holder** of my FFEL Program loan(s) may be a lender, guaranty agency, secondary market, or the U.S. Department of Education.
- **Capitalization** is the addition of unpaid interest to the principal balance of my loan. This will increase the principal and the total cost of my loan.
- **Full-time** employment is defined as working at least 30 hours per week in a position expected to last at least three months.
- An **authorized certifying official** for the Parental Leave Deferment is an authorized official from the school where I was enrolled at least half-time within the six-month period preceding this deferment.

### Eligibility Criteria

- To qualify for a Parental Leave / Working Mother Deferment:
  - I must have an outstanding balance on at least one FFEL Program loan which was made **before July 1, 1993**. If I am a Federal PLUS Loan borrower, I am not eligible for the Parental Leave or Working Mother Deferments. I am eligible for the Working Mother Deferment only if I am a Federal Stafford or SLS loan borrower whose first FFEL Program loan was made **on or after July 1, 1987 and before July 1, 1993**.
- I may defer repayment of my loan(s) while I am:
  - On **PARENTAL LEAVE**. (Maximum eligibility is six months per occurrence.) To qualify:
    - (1) I must:
      - (a) be pregnant, caring for my newborn child (a child less than six months of age), or caring for my newly adopted child;
      - (b) not be working full-time or attending school during the deferment period; and
      - (c) have been enrolled in school at least half-time within the six-month period preceding this deferment (an authorized school must certify my enrollment in Section 4).
    - (2) I must provide my loan holder with:
      - (a) a statement from my physician documenting my pregnancy, if I am requesting this deferment due to my pregnancy; or
      - (b) a copy of my newborn child's birth certificate; or
      - (c) a statement from the adoption agency documenting my newly adopted child's placement and the placement date.
  - A **WORKING MOTHER**. (Maximum eligibility is 12 months.) To qualify:
    - (1) I must:
      - (a) have entered or reentered the workforce within one year preceding this deferment;
      - (b) be working full-time in a position earning not more than \$1 per hour above the federal minimum wage; and
      - (c) be the mother of a preschool-age child who has not yet enrolled in the first grade or a higher grade in elementary school.
    - (2) I must provide my loan holder with documentation of:
      - (a) my rate of pay, such as a pay stub; and
      - (b) the age of my preschool-age child, such as a birth certificate.

## SECTION 7: WHERE TO SEND THE COMPLETED DEFERMENT REQUEST

**RETURN THE COMPLETED DEFERMENT REQUEST AND ANY REQUIRED DOCUMENTATION TO:  
(IF NO ADDRESS IS SHOWN, RETURN TO YOUR LOAN HOLDER)**

## **SECTION 8: IMPORTANT NOTICES**

### **Privacy Act Disclosure Notice**

The Privacy Act of 1974 (5 U.S.C. §552a) requires that we disclose to you the following information:

The authority for collecting this information is §421 *et seq.* of the Higher Education Act of 1965, as amended (the HEA) (20 U.S.C. §1071 to 1087-2). The principal purpose for collecting this information is to determine whether you are eligible for a deferment on your loan(s) under the Federal Family Education Loan (FFEL) Program.

We ask that you provide the information requested on this deferment request on a voluntary basis. However, you must provide all of the requested information so that the holder(s) of your loan(s) can determine whether you qualify for a deferment.

The information in your file may be disclosed to third parties as authorized under routine uses in the Privacy Act notices called "Title IV Program Files" (originally published on April 12, 1994, *Federal Register*, Vol. 59, p. 17351) and "National Student Loan Data System" (originally published on December 20, 1994, *Federal Register*, Vol. 59, p. 65532). Thus, this information may be disclosed to parties that we authorize to assist us in administering the federal student aid programs, including contractors that are required to maintain safeguards under the Privacy Act. Disclosures may also be made for verification of information, determination of eligibility, enforcement of conditions of the loan or grant, debt collection, and the prevention of fraud, waste, and abuse and these disclosures may be made through computer matching programs with other federal agencies. Disclosures may be made to determine the feasibility of entering into computer matching agreements. We may send information to members of Congress if you ask them in writing to help you with federal student aid questions. If we are involved in litigation, we may send information to the Department of Justice (DOJ), a court, adjudicative body, counsel, or witness if the disclosure is related to financial aid and certain other conditions are met. If this information, either alone or with other information, indicates a potential violation of law, we may send it to the appropriate authority for consideration of action and we may disclose to DOJ to get its advice related to the Title IV, HEA programs or questions under the Freedom of Information Act. Disclosures may be made to qualified researchers under Privacy Act safeguards. In some circumstances involving employment decisions, grievances, or complaints or involving decisions regarding the letting of a contract or making of a grant, license, or other benefit, we may send information to an appropriate authority. In limited circumstances, we may disclose to a federal labor organization recognized under 5 U.S.C. Chapter 71.

Because we request your social security number (SSN), we must inform you that we collect your SSN on a voluntary basis, but section 484(a)(4) of the HEA (20 U.S.C. §1091(a)(4)) provides that, in order to receive any grant, loan, or work assistance under Title IV of the HEA, a student must provide his or her SSN. Your SSN is used to verify your identity, and as an account number (identifier) throughout the life of your loan(s) so that data may be recorded accurately.

### **Paperwork Reduction Notice**

According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless it displays a currently valid OMB control number. The valid OMB control number for this information collection is 1845-0005. The time required to complete this information collection is estimated to average 0.16 hours (10 minutes) per response, including the time to review instructions, search existing data resources, gather and maintain the data needed, and complete and review the information collection. ***If you have any comments concerning the accuracy of the time estimate(s) or suggestions for improving this form, please write to:***

U.S. Department of Education, Washington, DC 20202-4651.

***If you have any comments or concerns regarding the status of your individual submission of this form, write directly to the address shown in Section 7.***