



FINANCIAL AID & SCHOLARSHIP OFFICE
1000 East Victoria Street
Carson, California 90747
PHONE: (310) 243-3691

CSUDH ID: _____ Today's Date: _____

Financial Aid Document Submission Cover Sheet

Please complete the information requested below, submit this form along with your documents.

REMINDER: When uploading your documents to the **online [Dropbox](#)**, please exercise caution when using Free WiFi or Public Computers as these are not secure.

Student Name: _____
Enter Last Name, First Name, MI

Toro Email Address: _____

Phone Number: _____
(Area Code) (i.e. 222-1234)

*Note: Please be sure to include your **CSUDH student ID number** on each page submitted and allow up to 4 business days for your **To Do List** to be updated.*

SUBMISSION INSTRUCTIONS:

On the following page(s), complete all requested information using the fillable document below. Your document must be complete to be accepted by the Financial Aid & Scholarship Office. Forms that are incomplete will remain on your To-Do-List in the Student Center.

1. Upon completing this document, scroll to the bottom where you are asked to sign and date. In the signature area, type or sign your name and in the date space type today's date.
2. **Save your document and be sure to include your name and CSUDH Student ID# within the file name.**
3. If you have attachments, please have them ready to upload to the online Dropbox
4. Return to the [Financial Aid Forms](#) page > go to the **blue Dropbox Folders** section > **select the icon that corresponds with your last name** > use the **"Add Files"** or **"drag and stuff here"** option to upload your documents. **Emailed documents will not be accepted.**
5. Once all documents have been submitted, be sure to close your browser.

In furtherance of CSU Dominguez Hill's mission of accessibility and commitment to excellence through diversity, equity, and inclusion, CSUDH strives to ensure that its information and communication technology is accessible to everyone. If you need assistance in completing this form because of a disability, please contact us at (310) 243-3660



SHORT TERM LOAN APPLICATION

This loan is made possible by gifts and contributions from students, faculty, staff and friends of the University and is designed to offer students a no interest loan to cover **unexpected** expenses. **The continued availability of funds depends upon timely repayment.**

Short Term Loan Terms and Conditions		
1. Short term loans are administered and granted by the Director of Financial Aid or their designate and are available for the current semester. 2. Students are eligible for a short term loan if they have: a. Been admitted. b. Are enrolled at least half-time for the current semester. 3. Students are not eligible for a short term loan if they have: a. Received financial aid funds that paid registration fees 30-days prior to the loan request date. b. Received a short term loan in the current semester whether the loan balance is paid or not. 4. Short-term loans are due and payable in full 30 calendar days from disbursement date. 5. There will be no extensions of the terms of this application. 6. Should the loan become due and it is not paid in full, an immediate late fee of \$20.00 will be added to the outstanding balance. 7. Financial aid funds from the current term may be used to repay the short-term loan within 30 days of this loan. Only current term financial aid awards may be used as repayment. 8. No Installment Plan will be offered for repayment of this loan. 9. If approved by the Financial Aid Office, submit this signed application to Student Financial Services (WH-B270) for final approval. Final approval of short term loans will take place by the following business day. 10. Short term loan funds are disbursed by direct deposit or check-by-mail only. Please allow 2 to 4 business days for direct deposit to your bank account and allow additional time for the arrival of a check-by-mail. 11. All Short Term Loan Promissory Notes must be signed prior to final approval. See reverse of this application.		
I understand and agree to the terms and conditions outlined above. Failure to initial will result in loan denial.		<i>Initial:</i> <i>Date:</i>

Student's Information		
Name:	Student ID#:	Driver's License ID# / State ID#:
Address, City, State, and Zip:		
Phone Number:	Email:	
Requested Loan Dollar Amount:	Need for Requesting Short Term Loan:	
How do you plan to repay loan in 30 days? Please note that usage of future term aid is not an acceptable method of repayment:		

Financial Aid Office Use Only			
Term:	Amount Approved:	Approval Date/Time:	Approved By:



STUDENT FINANCIAL SERVICES

1000 E. VICTORIA STREET, WHB270
CARSON, CA 90747 • P (310) 243-3780

SHORT TERM LOAN PROMISSORY NOTE

This loan is made possible by gifts and contributions from students, faculty, staff and friends of the University and is designed to offer students a no interest loan to cover **unexpected** expenses. **The continued availability of funds depends upon timely repayment.**

Borrower's Information	
Borrower's Last Name:	Student ID#:

Primary Reference	
Employer's Name (If not employed, please provide a reference.):	Contact Phone Number:
Employer's Address (If not employed, please provide the address of the reference named in the previous box.):	

Secondary Reference	
Name of nearest relative not living with you or provide an Additional Reference:	Contact Phone Number:
Additional Reference's Address:	

Borrowing Agreement	
<p>I promise to comply with the terms and conditions as initialed on the Short Term Loan Application (<i>reverse of this Promissory Note</i>) and to pay <i>California State University Dominguez Hills at Student Financial Services</i>, _____ (Amount in written form) Dollars; \$ _____ (Amount is numerical form) on or before 30 calendar days from the disbursement date, together with all attorney's fees and other costs and charges for the collection of any amount not paid when due in accordance with the terms and conditions above, and I, myself, my executors, administrators, and assigns waive and hereby expressly agree to waive, any and all statutes of limitation now or hereafter applicable to the indebtedness evidenced by this note.</p>	
Student/Borrower's Signature:	Date:

Student Financial Services Use Only			
Application ID#:	Received By Initial & Date:	Posted by Initial & Date:	Billed by Initial & Date:
Billing Request#:	Loan Due Date:	AR-ELPD / Late Fee Date:	STL Paid Date: