University of the Philippines Los Baños
Office of Student Affairs
STUDENT LOAN BOARD PROGRAM

Application Number: _____ ☐ New ☐ Old
1st Semester School Year 2017 - 2018
Date Filed: _____
STS Percentage Discount: _____

OSA-SFAD Form 4a
Revised June 3, 2016

APPLICATION FORM

1. STUDENT'S PERSONAL INFORMATION

Name of Student _____ _____ _____
(Surname) (First Name) M.I.

Student No. _____ SAIS ID No. _____ College _____ Degree/Year Level _____

Telephone No. _____ Mobile No. _____ Email Address _____

Permanent Home Address _____ _____
(House No./Street/Subdivision) (Barangay)

_____ _____
(Town/City) (Province)

2. LOAN (For computation of OSA Loan Staff Only)

Total Matriculation Fee (TMF) ..... PhP _____
Amount of SLB Loan applied for ..... PhP _____
Cash Payment upon Enrollment ..... PhP _____
Interest Rate per Annum 6%
Payment Term ..... 1 term
Due Date ..... December 4, 2017

I would like to apply for loan from the University Student Loan Board Program. I am aware of my accountability to pay the loan I applied for with interest on the date(s) stated above. I promise to adhere to the deadline and I understand that failure to comply shall mean that I may not be able to register in the succeeding semesters nor be given clearance from the university. I certify that all the information in this form are true and correct. I understand that cases of dishonesty such as forgery and falsification of records shall be filed at the Student Disciplinary Tribunal.

_____
Student's Signature

3. CO-DEBTOR

I am willing and capable of serving as co-debtor of _____ who is applying for loan from Student
(Student's Full Name)
Loan Board Program. As a sign of willingness, my valid ID card is with him/her which will be presented upon application. I share the same responsibility for the payment of the loan in case the debtor fails to pay this obligation.

Name of Co-Debtor: _____ _____
Printed Name Signature

Relationship to Debtor (Pls. Check) ☐ Parent ☐ **Relative (pls. specify relationship to the debtor)** _____
Co-Debtor's Complete Home Address: _____
Contact Number: Landline _____ Mobile No. _____ Email Address: _____

4. a) Processed by: **b. Certified correct:** **c. Approved:**

_____ _____ _____
CICERO M. PEÑAFLOR **NINA M. CADIZ**
Coordinator, Student Loan Director, OSA

Procedure and requirements for SLB application:

1. Students with outstanding loans will not be allowed to avail of any further SLB unless there is a promissory note approved by the Chancellor. Process your promissory note first before applying for SLB.
2. Fill-out the SLB application form legibly and have it signed by your co-debtor. Acceptable co-debtors are parents and immediate relatives by consanguinity which include grandparents, uncles and aunts from both sides, and brothers and sisters who are of legal age.Your co-debtor's middle or last name should reflect your relationship with each other. Please provide your birth certificate or other supporting documents as proof of your relationship.
3. For students with changes in their ST System Percentage Discount, please proceed to Rm. 5 for tagging of new ST System Percentage Discount before submission of SLB application form.
4. Submit 2 copies of the form (1 original and 1 photocopy) and present the co-debtor's original valid ID (with picture and signature) to the student loan personnel at Window 2 and/or 3, SFAD-OSA, Room 6, 2/F S.U. Bldg. Valid IDs that maybe presented are driver's license, SSS ID, GSIS ID, PhilHealth ID, current company/office ID, postal ID, BIR TIN ID,Barangay ID, Voter's ID, or passport.
5. Maximum loan is 80% of the total assessed fees. One hundred percent (100%) loan maybe granted provided a letter of request is approved by the Chancellor.
6. If you decide to pay your matriculation fees in full after approval, return this form to SFAD-OSA for loan cancellation.