

633 Spirit Drive
Chesterfield, MO 63005
888-866-4352



Dear Borrower,

Attached please find the Parental Leave/Working Mother Deferment Request for you to download and return to MOHELA. Please carefully read through the instructions and other information listed on the form prior to completing your request. Remember to review the completed form to ensure that all required fields are complete, and that any required documentation (if applicable) is attached. For your convenience, we have provided our contact information below.

**Please mail your completed form to: MOHELA
633 Spirit Drive
Chesterfield, MO 63005**

Or fax your request to: (866) 222-7060

We will process your request as soon as it is received in our offices. You are welcome to send your request via either of the above-listed methods; however, faxing your request allows MOHELA to receive and process your request faster than if it is sent via mail.

We look forward to providing you with continued quality service. You will be notified by mail regarding the approval or denial of your request or if any further information is needed once your submission has been processed.

MOHELA
Loan Servicing



PARENTAL LEAVE / WORKING MOTHER DEFERMENT REQUEST

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, or had a balance on a loan that was made before July 1, 1993, at the time you obtained a loan disbursed on or after July 1, 1993.

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

OMB No. 1845-0005
Form Approved
Exp. Date 05/31/2012

PLWM

SECTION 1: BORROWER IDENTIFICATION

Please enter or correct the following information.

SSN |__|_|_|-|__|_|-|__|_|_|_|

Name _____

Address _____

City, State, Zip Code _____

Telephone - Home () _____

Telephone - Other () _____

E-mail Address (Optional) _____

SECTION 2: DEFERMENT REQUEST

Before answering any questions, carefully read the entire form, including the instructions and other information in Sections 5, 6, and 7.

■ I meet the qualifications stated in Section 7 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 6 months of the date you were last enrolled in school at least half time. Federal PLUS Loans and Federal Consolidation Loans are not eligible for Parental Leave Deferments.

A WORKING MOTHER.

NOTE: Federal PLUS Loans and Federal Consolidation Loans are not eligible for Working Mother Deferments.

SECTION 3: BORROWER UNDERSTANDINGS, CERTIFICATIONS, AND AUTHORIZATION

■ I understand that:

- (1) I am not required to make payments of loan principal during my deferment. Interest will not be charged on my subsidized loan(s) during my deferment. However, interest will be charged on my unsubsidized loan(s).
- (2) I have the option of paying the interest that accrues on my unsubsidized loan(s) during my deferment.
- (3) I may choose to make interest payments by checking the box below. My loan holder may capitalize interest that I do not pay during the deferment period.
 - I wish to make interest payments on my unsubsidized loan(s) during my deferment.
- (4) My deferment will begin on the date the condition that qualifies me for the deferment began.
- (5) For the Parental Leave Deferment, the date that I was last enrolled at least half time must be certified by the authorized official who completes Section 4 of this form.
- (6) My deferment will end on the earlier of the date that the condition that establishes my deferment eligibility ends or the date on which I reach the maximum period of deferment under the law.
- (7) 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.
- (8) 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 6 months of the date I was last enrolled in school at least half time.
- (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 7.

■ I authorize the school, the lender, the guarantor, the Department, and their respective agents and contractors to contact me regarding my loan(s), including repayment of my loan(s), at the current or any future number that I provide for my cellular telephone or other wireless device using automated telephone dialing equipment or artificial or prerecorded voice or text messages.

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 Code _____

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 31, 2009' = '01-31-2009'. 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 8.

SECTION 6: DEFINITIONS

- 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 6-month period preceding this deferment.
- **Capitalization** is the addition of unpaid interest to the principal balance of my loan. The principal balance of a loan increases when payments are postponed during periods of deferment or forbearance and unpaid interest is capitalized. As a result, more interest may accrue over the life of the loan, the monthly payment amount may be higher, or more payments may be required. The chart below provides estimates, for a \$15,000 unsubsidized loan balance at a 9% interest rate, of the monthly payments due following a 12-month deferment. It compares the effects of paying the interest as it accrues, capitalizing the interest at the end of the deferment, and capitalizing interest quarterly and at the end of the deferment. My actual loan interest cost will depend on my interest rate, length of the deferment, and frequency of capitalization. Paying interest during the period of deferment lowers the monthly payment by about \$18 and saves about \$772 over the lifetime of the loan, as depicted in the chart below.

Treatment of Interest Accrued During Deferment	Loan Amount	Capitalized Interest for 12 Months	Principal to Be Repaid	Monthly Payment	Number of Payments	Total Amount Repaid	Total Interest Paid
Interest is paid	\$15,000.00	\$0.00	\$15,000.00	\$190.01	120	\$24,151.64*	\$9,151.64
Interest is capitalized at the end of deferment	\$15,000.00	\$1,350.00	\$16,350.00	\$207.11	120	\$24,853.79	\$9,853.79
Interest is capitalized quarterly during deferment and at the end of deferment	\$15,000.00	\$1,396.25	\$16,396.25	\$207.70	120	\$24,924.09	\$9,924.09

*Total amount repaid includes \$1,350 of interest paid during the 12-month period of deferment.

- 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 FFEL Program loan or a subsidized Federal Direct Loan. I am responsible for the interest that accrues during this period on all other FFEL Program loans.
- 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.
- **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 the interest that accrues on my loan(s) during a forbearance. If I do not pay the interest that accrues, the interest may be capitalized.
- **Full-time** employment is defined as working at least 30 hours per week in a position expected to last at least three months.
- The **holder** of my FFEL Program loan(s) may be a lender, guaranty agency, secondary market, or the U.S. Department of Education.

SECTION 7: ELIGIBILITY CRITERIA FOR PARENTAL LEAVE / WORKING MOTHER DEFERMENT REQUEST

- 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**, or I must have had a balance on a loan that was made **before July 1, 1993**, at the time I obtained any loan disbursed **on or after July 1, 1993**.
 - I am not eligible for the Parental Leave or Working Mother Deferments on my Federal PLUS Loan(s) or Federal Consolidation Loan(s).
 - 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 6 months per occurrence.) To qualify:
 - (1) I must:
 - (a) be pregnant, caring for my newborn child (a child less than 6 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 6-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 8: 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.)

MOHELA
633 Spirit Drive
Chesterfield, MO 63005-1243

If you need help completing this form, call:
(If no telephone number is shown, call your loan holder.)

1-888-866-4352

SECTION 9: IMPORTANT NOTICES

Privacy Act Notice

The Privacy Act of 1974 (5 U.S.C. 552a) requires that the following notice be provided to you:

The authority for collecting the requested information from and about you is §421 et seq. of the Higher Education Act (HEA) of 1965, as amended (20 U.S.C. 1071 et seq.) and the authorities for collecting and using your Social Security Number (SSN) are §484(a)(4) of the HEA (20 U.S.C. 1091(a)(4)) and 31 U.S.C. 7701(b). Participating in the Federal Family Education Loan Program (FFELP) and giving us your SSN are voluntary, but you must provide the requested information, including your SSN, to participate.

The principal purposes for collecting the information on this form, including your SSN, are to verify your identity, to determine your eligibility to receive a loan or a benefit on a loan (such as a deferment, forbearance, discharge, or forgiveness) under the FFELP, to permit the servicing of your loan(s), and, if it becomes necessary, to locate you and to collect and report on your loan(s) if your loan(s) becomes delinquent or in default. We also use your SSN as an account identifier and to permit you to access your account information electronically.

The information in your file may be disclosed, on a case-by-case basis or under a computer matching program, to third parties as authorized under routine uses in the appropriate systems of records notices. The routine uses of this information include, but are not limited to, its disclosure to federal, state, or local agencies, to private parties such as relatives, present and former employers, business and personal associates, to consumer reporting agencies, to financial and educational institutions, and to guaranty agencies in order to verify your identity, to determine your eligibility to receive a loan or a benefit on a loan, to permit the servicing or collection of your loan(s), to enforce the terms of the loan(s), to investigate possible fraud and to verify compliance with federal student financial aid program regulations, or to locate you if you become delinquent in your loan payments or if you default. To provide default rate calculations, disclosures may be made to guaranty agencies, to financial and educational institutions, or to state agencies. To provide financial aid history information, disclosures may be made to educational institutions. To assist program administrators with tracking refunds and cancellations, disclosures may be made to guaranty agencies, to financial and educational institutions, or to federal or state agencies. To provide a standardized method for educational institutions to efficiently submit student enrollment status, disclosures may be made to guaranty agencies or to financial and educational institutions. To counsel you in repayment efforts, disclosures may be made to guaranty agencies, to financial and educational institutions, or to federal, state, or local agencies.

In the event of litigation, we may send records to the Department of Justice, a court, adjudicative body, counsel, party, or witness if the disclosure is relevant and necessary to the litigation. If this information, either alone or with other information, indicates a potential violation of law, we may send it to the appropriate authority for action. We may send information to members of Congress if you ask them to help you with federal student aid questions. In circumstances involving employment complaints, grievances, or disciplinary actions, we may disclose relevant records to adjudicate or investigate the issues. If provided for by a collective bargaining agreement, we may disclose records to a labor organization recognized under 5 U.S.C. Chapter 71. Disclosures may be made to our contractors for the purpose of performing any programmatic function that requires disclosure of records. Before making any such disclosure, we will require the contractor to maintain Privacy Act safeguards. Disclosures may also be made to qualified researchers under Privacy Act safeguards.

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 20202-4537

If you have questions regarding the status of your individual submission of this form, write directly to the address shown in Section 8.