

PENTECOSTAL THEOLOGICAL SEMINARY

ATTENDANCE VERIFICATION AND LOAN CHECK AUTHORIZATION

THIS FORM MUST BE COMPLETED AND RETURNED TO THE BUSINESS OFFICE WHEN PICKING UP THE STUDENT LOAN CHECK. ATTENDANCE MUST BE VERIFIED FOR AT LEAST 6 HOURS OF YOUR CLASSES. IF THIS IS YOUR FIRST STUDENT LOAN AT PTS, ENTRANCE COUNSELING MUST HAVE BEEN COMPLETED. FIRST-YEAR FIRST TIME BORROWERS WILL NOT BE ALLOWED TO SECURE THEIR STUDENT LOAN CHECK UNTIL AFTER 30 DAYS INTO THE SEMESTER.

Name: _____ SSN: _____ - _____ - _____

ATTENDANCE VERIFICATION

COURSE TITLE/HOURS	STATISFACTORY	UNSATISFACTORY	INSTRUCTORS SIGNATURE
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

INSTRUCTIONS TO THE INSTRUCTORS: YOUR SIGNATURE ABOVE WILL CERTIFY THAT THE STUDENT HAS ATTENDED YOUR CLASS AND IS OFFICALLY ENROLLED. IF THE STUDENT HAS NOT ATTENDED, "NEVER ATTENDED" SHOULD BE ENTERED ON THE INSTRUCTOR'S SIGNATURE LINE. PLEASE CONTACT THE FINANCIAL AID OFFICE SHOULD YOU HAVE ANY QUESTIONS. THANK YOU FOR YOUR ASSISTANCE IN MAINTAINING THE INTEGRITY OF THE FINANCIAL AID OFFICE. **DO NOT SIGN THIS FORM PRIOR TO THE FIRST OFFICIAL DAY OF CLASS OR LOG IN DATE.**

STUDENT STATEMENT: I CERTIFY THAT I HAVE ATTENDED THE ABOVE CLASSES AND THAT THE SIGNATURES OBTAINED FROM MY INSTRUCTORS ARE OFFICIAL. I UNDERSTAND THAT MY MISREPRESENTATION OF INFORMATION ON THIS FORM WILL RESULT IN THE CANCELLATION OF MY ELIGIBILITY FOR ANY FINANCIAL ASSISTANCE AND WILL REQUIRE REPAYMENT OF ANY SUCH FUNDS.

STUDENT'S SIGNATURE _____ DATE _____

OFFICE USE ONLY BELOW THIS LINE

LOAN CHECK AUTHORIZATION

THIS IS TO VERIFY THAT _____ SSN _____
IS ELIGIBLE TO RECEIVE THE FOLLOWING LOAN: SUB STAFFORD UNSUB STAFFORD PLUS

AMOUNT \$ _____ CHECK # _____ TO BE USED DURING: FALL SPRING SUMMER 20__

LOAN PENDING: YES NO HOURS ENROLLED: _____ SAP _____

AWARD LETTER: YES NO ENTRANCE COUNSELING: YES NO

AUTHORIZED BY: _____ DATE _____

DISBURSEMENT CONTROL

STUDENT SIGNATURE: _____ DATE CHECK RECEIVED _____

RELEASED BY: _____ BUSINESS OFFICE _____ DATE _____

IDENTIFICATION: DRIVERS LICENSE SOCIAL SECURITY CARD STUDENT ID OTHER