



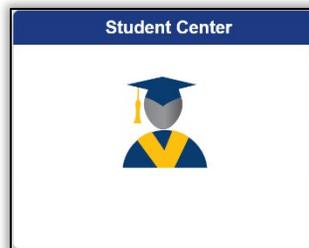
COMPLETE THE DIRECT LOAN PROCESSING FORM

If you have filed a FAFSA and your award package does not contain a Federal Direct loan and you wish to request one to assist with your educational expenses, the following steps provide instructions on how to access the Direct Loan Processing Form in your CUNYfirst Student Center.

Note: You must complete the FAFSA and resolve your To Do list items before you can submit a loan request.

STEP# 1: Login to CUNYfirst at <https://home.cunyfirst.cuny.edu>.

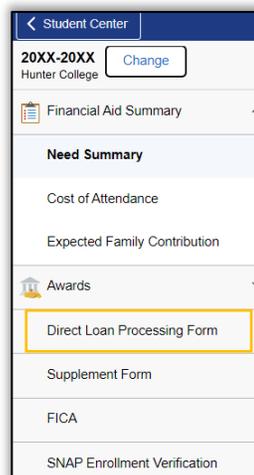
STEP# 2: Student Center Tile



STEP# 3: Select the Financial Aid Tile



STEP# 4: Click the **Direct Loan Processing Form** link from the left sidebar.



STEP# 5: The instructions to the Direct Loan Request will appear. You must acknowledge that you have read the instructions by **selecting the checkbox at the bottom** of the page and click **Agree** button.

2022-2023 CUNYFIRST DIRECT LOAN REQUEST INSTRUCTIONS

1. Federal Direct Loan (FDL) applicants must have a **completed FAFSA on file** with their CUNY College of attendance **before** applying for a student loan. *If you have any questions, please contact a financial aid representative at your college.*
2. Please check your CUNY To-Do List in Student Self-Service. Some outstanding items may prevent the processing of your loan request. If you have been selected for verification you need to complete this process prior to the processing of your loan.
3. At the time of submission of your loan request, you are admitted to a **degree granting** program and are/or will be **registered for a minimum of 6 credits/units.**

STEP# 6: Then the **Select Aid Year to View** page will appear. You can select your college of enrollment and the current financial aid year by clicking on the spyglass to the right of the corresponding box. Click the **Next** button to access the form.

Institution:	<input type="text" value="HTR01"/>		Hunter College
Aid Year:	<input type="text" value="2023"/>		
	<input type="button" value="Next"/>		<input type="button" value="Cancel"/>

STEP# 7: Follow the on-screen prompts and complete and submit the form.