




Office of Financial Aid & Scholarships
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How to Make A Loan Request on The Financial Aid Student Forms Portal

The following instructions apply to the Graduate PLUS Loan, Parent PLUS Loan, and Private Loan Request Forms.

1. Log into the Financial Aid Student Forms Portal at cpp.verifymyfafsa.com
 - a. Note- if you have not registered with the Cal Poly Pomona Financial Aid Student Forms website, you will need to do that first. This is a one-time process that matches up your personal information with the aid application we have on file for you.
To Create an account: Enter your First Name, Last Name, Social Security Number or Cal DREAM ID Number, and date of birth **EXACTLY** as they appear on your aid application.

2. Select the  button (upper right-hand corner)

3. Click the  next to the form name to add the desired request to your task list:

	2020-2021	
SAP Appeal		
Dependency Appeal		
Family Contribution Appeal		
2020-2021 Federal Graduate PLUS Loan Request - CPP		
2020-2021 Federal Parent PLUS Loan Request - CPP		
2020-2021 Private Loan Request - CPP		

4. Type in a brief explanation for the request (e.g. "I would like to request a PLUS Loan."), and hit submit.
5. Follow the instructions to download, complete, and upload the form in the portal.