

# BOSTON COLLEGE

## REQUEST FOR CANCELLATION OF PERKINS LOAN

### TEACHER IN A FIELD OF EXPERTISE DETERMINED TO HAVE A SHORTAGE OF QUALIFIED TEACHERS

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**Statement to the Applicant and Employer about this Federal loan benefit:** For purposes of this loan program the US Department of Education allows those that teach to defer loan payments and receive cancellation benefits (loan forgiveness). Applicants become cancellation eligible for each completed year of full-time teaching in a subject area as determined by state education authorities to have a shortage of qualified teachers in that state. Federally recognized shortage subject areas are mathematics, science, foreign language, and bilingual education. Applicants must devote the majority of their classroom time to a shortage subject area to qualify for this benefit.

**Instructions to Applicant:** The Applicant always completes sections A, B, and C. Section D is only completed once the cancellation benefit is earned upon completion of a full academic year postponement of payment period. Once you have completed your sections, deliver the form to your Principal or a verification specialist in your Human Resources office for completion of sections E and F.

**Instructions to Employer:** The Employer completes sections E and F of this form. Your employee (the applicant) is hereby applying for a Federal Loan benefit based on the fact that he/she is a full-time teaching professional as defined in the statement above.

#### SECTION A

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Borrower's Name

BC Eagle ID Number or Last Four Digits of Your Social Security Number

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Home Address

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City

State

Zip

Cell Phone

Residence Phone

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Job Title

Email Address

#### SECTION B

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Name of School Where Applicant Teaches

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Address of School Where Applicant Teaches

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City

State

Zip

School Telephone Number

**IMPORTANT: Partial cancellations are only provided after successful completion of a full academic year postponement of payment period, or its equivalent, at which time you will submit a second form with Section D completed.**

#### SECTION C

1. This is the first time I am applying for a postponement of payment for the school named in Section B.

Yes  No

If you answered yes, you are required to submit a hire letter or contact copy for your position.

2. I anticipate that I will complete a full academic year of employment in the school named in Section B and thereby qualify for the cancellation that follows my postponement of payment.

Yes  No

3. My official first day of full-time employment as a teaching professional with this school was or will be:

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**SECTION D**

- I have just COMPLETED a full academic year of qualifying teaching and do hereby apply for a partial cancellation benefit. I have previously supplied the back-up documentation (hire letter or contract).  
 Yes  No
- Please check ONLY ONE academic year for which you are now applying for a cancellation benefit. If you are retroactively applying for benefits not previously granted, you must submit a different form for each year for which you seek a benefit.  
 2005-2006  2006-2007  2007-2008  2008-2009  2009-2010  2010-2011

**NB: Do not apply for the cancellation portion of your benefit prior to fifteen days before the end of the academic year for which you are seeking the benefit. Early submissions will be rejected.**

- The majority of courses I teach are in the specified shortage area:  
 Mathematics  Science  Foreign Language  Bilingual Education  
 Other (specify) \_\_\_\_\_ the department of education in the state in which my school is located has determined that this is a shortage subject area.
- I hereby declare my intention to complete the next academic year of employment at the school indicated in Section B of this form.
- I hereby declare that I will NOT return in the next academic year to the school indicated in Section B of this form.

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 Applicant Signature

Date

**SECTION E**

- Is this organization a public or private non-profit elementary/secondary school?  
 Yes  No
- If the applicant works for a private academy, has the academy established its non-profit status with the Internal Revenue Service and is the academy providing elementary and/or secondary education according to state law?  
 Yes  No
- Is the applicant a full-time teacher for purposes of salary, tenure, and retirement benefit; who provides direct classroom teaching in the majority of the courses they teach for the subject area specified in Section D, question 3?  
 Yes  No
- Is the applicant licensed, certified, or registered by an appropriate state education agency?  
 Yes  No

**SECTION F**


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 Employer Signature

Date

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 Print Certifying Official's Name

Title

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 Email Address of Certifying Official

Telephone Number

**Cancellation forms can be mailed or faxed to:**  
 Boston College Office of Student Services, Lyons Hall  
 140 Commonwealth Avenue, Chestnut Hill, MA 02467  
 Attn: Mark Schuman Fax: 617-552-4889