

Employees & Alumni Association Education Trust Fund

Application for #&AA Member

About the Education Trust Fund

In 1966 the Employees & Alumni Association of the National Park Service Board of Directors expanded the Education Trust Fund to allow members to take loans to pursue higher education. The E&AA Education Trust Fund is supported only by Tax-deductible contributions. It is a revolving fund that relies on the full and timely repayment of loans in order to continue its mission.

The amount of loans granted each year will depend on the availability of E&AA funds. The maximum loan granted is \$1,000. A member may have no more than \$1,000 outstanding to the fund at any time. A family, including members' loans and loans for dependent children, may not have more than \$10,000 outstanding to the fund at any time.

Loan application process and approval

In order to qualify for the loan, the applicant must be an E&AA member in good standing and submit an application by July 1 or November 1. Request an application from: E&AA Education Trust Fund, 470 Maryland Drive, Suite 1, Fort Washington, PA 19034. Please indicate that you would like a Member Loan Application. The loan must be used to pursue a bachelor's degree, master's degree or other approved higher education at an accredited college, university or trade school. July applicants will be notified of their application status on or before August 1. November applicants will be notified of their loan application status on or before December 1. Member must include title and exact cost of the course to be taken.

In order to process the approved loan, the member must submit a signed, notarized negotiable confessed judgment promissory note and proof that the he or she is enrolled in the school to which the funds will be paid. These materials must be submitted to E&AA by

August 15 for July applicants and by December 15 for November applicants.

After the negotiable confessed judgment promissory note and proof of enrollment are received, the E&AA will send the funds directly to the school by the tuition due date. A copy of the transmittal will be sent to the member.

Education Trust Fund loan repayment terms

The loan must be paid in full six months from the date it was granted. No additional loans will be granted until the previous one is paid in full. All funds issued from the Education Trust Fund are strictly loans and must be repaid. There are no scholarships or grants.

The loan may be repaid in installments or in a single, lump sum payment. The same six month due date applies in all cases. If the student withdraws from school for any reason, the full amount of the loan is due one year from the date that he or she withdrew. It is the member's legal obligation to notify the E&AA of any change in educational status, address and all other factors that may affect the loan agreement.

Member's dues to the E&AA must be kept current or the loan will be recalled immediately with interest being accrued from the date the loan was issued. Interest rate will be determined by the E&AA. If member defaults on the loan, the E&AA shall exercise its legal right to pursue the necessary actions to recover the full amount of the loan including interest, legal fees and administrative costs incurred during such collection.

If you have questions about the E&AA Education Trust Fund, please call (215) 283-6900 extension 131.

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Loan Application and Agreement E&AA Member

I have read, understand and agree to the provisions explained in this document and I hereby apply for a loan in the amount of \$ _____ (\$1,000 maximum). Total amount outstanding permitted per family is \$10,000. The information on the reverse side of this application is complete and accurate.

Member's Signature _____ Date: _____

9/8/00

Please print or type

Member Name _____

Address _____

If active employee, assignment location

Work Phone () _____

Social Security Number _____

Name and Address of Educational Institution

Tuition Due Date _____

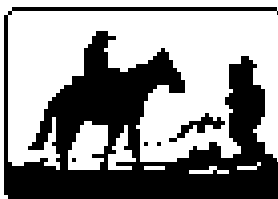
Title of Course _____

Cost of Course _____
Attach documentation

Educational Degree or Certificate Sought

After making a copy for your records,
Submit application to:

E&AA Education Trust Fund
470 Maryland Drive, Suite 1
Fort Washington, PA 19034



Employees & Alumni Association
of the National Park Service

