

## New

All 2024-2025 William D. Ford Federal Direct Loan Applications are available on the Student Forms Platform.

### How To Request a Grad PLUS Application

**Step 1:** Create or log into your existing account at <https://cuny-cty.studentforms.com/>

**Step 2:** Once you have successfully created your account, you will be able to self-initiate your loan request electronically.

**Step 3:** On the top right corner click the “Manage Request” button to view all the available loan application options.

The screenshot shows a 'Manage Requests' window with a purple header and a close button. Below the header is a text block: 'You can request to open an appeal or upload a specific document or close the request if you no longer wish to proceed. If you are unsure which award year to choose for a request, please confirm with your school.' Below this is a table with two columns: '2024-2025' and '2023-2024'. The table lists six request types, each with a purple plus button in the 2024-2025 column. A red box highlights the 2024-2025 column. At the bottom, a text block states: 'The **ONLY** form(s) that you may request(s) is from the **2024-2025** column shown above.' A 'Close' button is in the bottom right corner.

Request Type	2024-2025	2023-2024
Direct Loan Cancellation	+	+
Federal Direct Loan Status Change	+	+
Grad Plus Loan	+	+
Graduate PLUS Status Change	+	+
Parent PLUS Loan	+	+
Parent PLUS Status Change	+	+

The **ONLY** form(s) that you may request(s) is from the **2024-2025** column shown above.

Close

**Step 4:** Please refer to the Request Type column and click on the corresponding + button for the application that you would like to request.

**Step 5:** After you click the + button, please follow the instructions on the following window accordingly.

**Step 6:** Once your request has been successfully created, you must click the “ok” button.

**Needs Action**

2024-2025 Federal Direct Loan Statu...

1 Task Left

- Needs Action 1
- Submitted 0

Success

Your request has been successfully created!

Ok

**Needs Action**

2024-2025 Federal Direct Loan Statu...

1 Task Left

- Needs Action 1
- Submitted 0

To gain access to your requested application, you must click on the corresponding box as shown here.

Success

Your request has been successfully created!

Ok

**Step 7:** At the next window, click on the (>) arrow to begin the process

**Step 8:** Please see notes below

- Federal Loan Direct Status Change Form is the only form that requires an E-Signature.
- All other loan applications must be downloaded, printed, and have a “wet” signature (pen) before uploading.