

**TEXAS A&M UNIVERSITY - COMMERCE**  
**LEO PERSONAL LOAN – Fall 2024**

Name \_\_\_\_\_ Social Security Number \_\_\_\_\_  
(last name) (first name) (middle name)

Campus-wide ID# \_\_\_\_\_ Driver's License # \_\_\_\_\_ State: \_\_\_\_\_

Address \_\_\_\_\_  
(street or P.O. box) (city) (state) (zip code)

Telephone Number (1) \_\_\_\_\_ (2) \_\_\_\_\_ Email Address \_\_\_\_\_

Alternate Contact (nearest relative or someone who will know how to get in touch with you)

Name \_\_\_\_\_ Relationship to you \_\_\_\_\_

Address \_\_\_\_\_ Telephone number \_\_\_\_\_  
(street or P.O. box) (city) (state) (zip code)

\*\*All requested information must be provided at time of application. Any information not provided may cause a delay in processing.

***PROMISSORY NOTE***

I promise to pay to Texas A&M University-Commerce the principal loan amount of \_\_\_\_\_ dollars on or before **October 18, 2024**.

This loan does not accrue interest. I agree to waive demand, notice and protest, and agree to all extensions and partial payments, before or after maturity, without prejudice to the holder. If this note is not paid at maturity and is placed in the hands of a collection agency, or if it is collected through resort to a bankrupt, a probate, or any other court, whether before or after maturity, then additional late charges and collection fees (up to 33.33%) on the principal shall be added for collection.

In case of non-payment, Texas A&M University-Commerce has the right to hold all grades, credits, transcripts, diplomas and other benefits until full payment is made. I understand this short-term institutional loan is subject to referral for collection and may be reported to national credit bureaus as delinquent when placed with an outside collection agency. I understand that I may not be eligible for future short-term loans if this loan is not repaid in full by the due date. A late fee of **\$25.00** will be assessed if this loan is not paid in full ON OR BEFORE the due date.

I also understand and agree that should I receive financial aid, scholarships or grants during this term or in any subsequent term then the University may apply such funds when allowed to my student account as needed to pay against this loan or any past due indebtedness after obligations for the current term are satisfied.

A processing fee of \$35 must be paid upon application for this loan. Applications will not be processed until the processing fee is paid.

Please note: Submission of an application does not guarantee approval. Leo Personal Loans are approved solely at the discretion of the University. Loan applications that do not meet basic eligibility guidelines will be denied.

Eligibility guidelines for Leo Personal Loans include:

1. Student must be enrolled at Texas A&M University-Commerce during the current term.
2. Student Account must be current. Past due balances from previous terms will disqualify applicants.

By signing below, I agree to the terms and conditions of this promissory note.

Applicant Signature \_\_\_\_\_ Date: \_\_\_\_\_ SSN# \_\_\_\_\_

Return completed application to the Bursar's Office – McDowell Administration Bldg #199 . Form can also be mailed to: Texas A&M University-Commerce, Attn: Bursar's Office, P.O. Box 3011, Commerce, TX 75429

***For Office Use Only***

Note eligibility guidelines below.

1. Term enrollment \_\_\_Y \_\_\_N (N is automatic disqualification)
2. Past due? \_\_\_Y \_\_\_N If Y provide information below:
3. On State hold? \_\_\_Y \_\_\_N

Approve \_\_\_ Deny \_\_\_ Application reviewed by: \_\_\_\_\_ Date: \_\_\_\_\_

If approving as an exception, please note the reason below:

FA on system \_\_\_ FA in process \_\_\_ FA on appeal \_\_\_ On payment plan and is current \_\_\_ Made pmt on past due as required \_\_\_

Make additional comments below or on back if needed:

\_\_\_\_\_  
\_\_\_\_\_