



Student Loan Eliminator Instructions

1. Create a paycheck stub with the following:
 - a. Pay period *must* be a **(2) Two-week period**.
 - b. Pay must be “Hourly” at a rate of **\$11.90/hr.**
 - c. **(62) Sixty-two hours** for the (2) two-week period.
 - d. Gross Pay amount *must* be **\$737.80**
This will require you to run an off-cycle payroll.
2. Download your “Student Aid Data” and send it to us.
(instructions below).
3. Sign the form attached labeled “Application Signature Page”
and return.
4. Add the Paycheck Stub and Student Aid Data as an
attachment to an email and addressed to:
LoanEliminator@gmail.com

5. Watch for Adobe Sign Payment form.

Once Signed your application will be submitted.



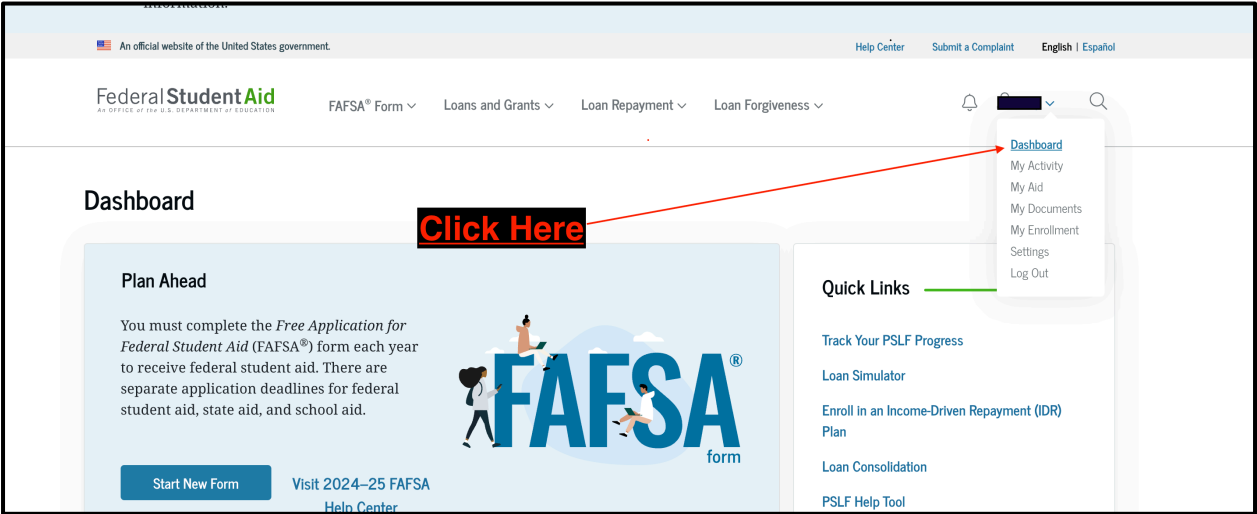
Synopsis:

- **Send: Aid Data**
- **Send: Signed Application Signature Page**
- **Watch for Adobe Sign**

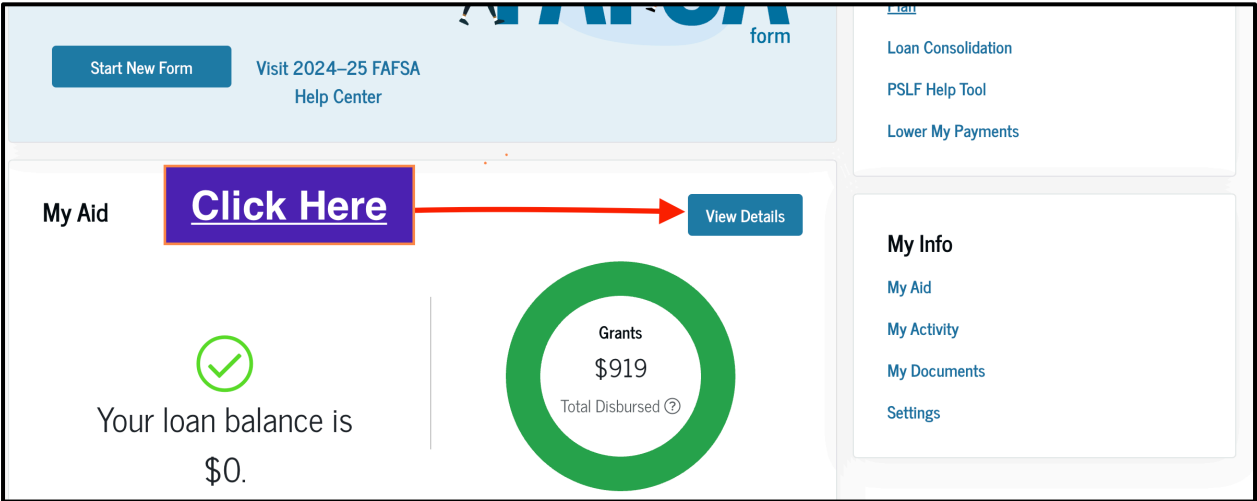
Instructions: Download and Email Student Aid Data to:
LoanEliminator@gmail.com

Step 1: Log into www.studentaid.gov

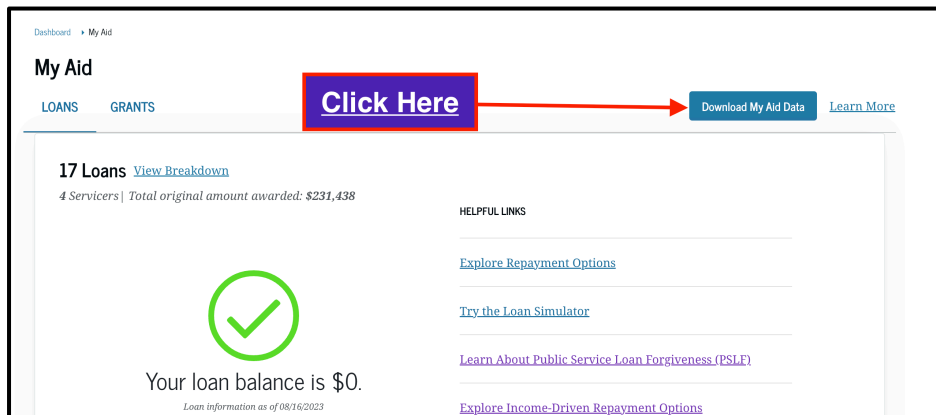
Step 2: Go to Dashboard



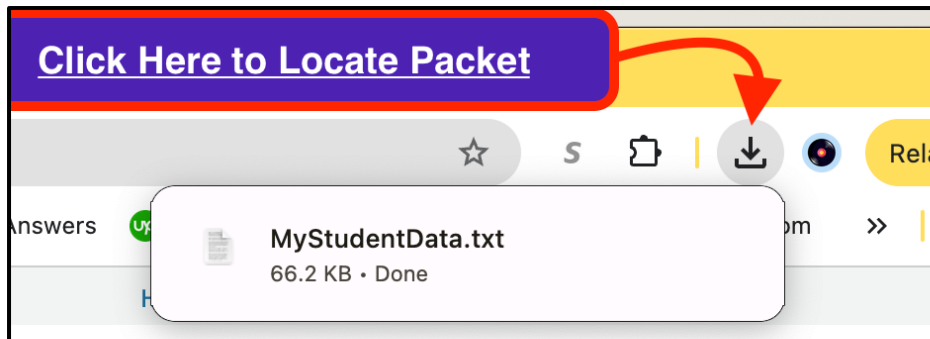
Step 3: View Details



Step 4: Download Aid Data (remember where you save it).



Step 5: Email “Aid Data” with “Application Signature Page” as attachments to: LoanEliminator@gmail.com



Step 6: Watch for “Adobe Sign” email for your payment request.

