5 Steps to Understanding Public Service Loan Forgiveness

1. **Make the right kind of payment**
   Must be enrolled in 1 of the following repayment plans:
   - Income-Based Repayment Plan (IBR)
   - Income-Contingent Repayment Plan
   - Standard Repayment Plan with a 10-year repayment period
   - Pay As You Earn (PAYE)

2. **On the right kind of loan**
   Must be a Federal Direct Loan:
   - Direct Unsubsidized Stafford Loans
   - Direct Subsidized Stafford Loans
   - Direct PLUS Loans made to professional or grad students
   - Direct Consolidation Loans (NOT including Direct PLUS Consolidation loans)

3. **While working in the right type of job**
   Must be employed full-time by a public service organization, or by serving full-time in AmeriCorps or PeaceCorps.
   **Public Service Organizations:**
   - A government organization
   - A non-profit, tax-exempt organization under section 501(c)(3) of the Internal Revenue Code
   - A private, non-profit organization (excluding labor unions or a partisan political organization) that provides 1+ of the following services:
     - Emergency management
     - Military service
     - Public safety
     - Law enforcement
     - Public interest law services
     - Public service for individuals with disabilities and the elderly
     - Public health
     - Public education
     - Public library services
     - School library or other school-based services

4. **Repeat 120 times (on-time)**
   Repayment must be made once per month 120 times (or for approximately 10 years); these do not need to be consecutive payments.

5. **Prove it**
   Every borrower is encouraged to keep his/her personal record of monthly payments. To help keep track, the Dept. of Ed. also provides the Employment Certification for Public Service Loan Forgiveness Form that may be submitted to FedLoan Servicing (the designated PSLF servicer). This will formally verify your employment at an eligible public service organization. Borrowers may submit form annually, or less frequently to cover more than a single year’s employment, or for more than one employer.

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*Based on Student Loan Tools by Heather Jarvis*