

THE STUDENT LOAN AGENCY (SLA)

LOAN APPLICATION REQUIREMENT LISTING

Complete the following forms obtainable from the University of Guyana (UG) website: URL website is <https://turkeyenonline.uog.edu.gy/srms/student/current/registration/login.php>

- (A) Student Loan Application Form (Academic Year 2023-2024)
- (B) Guarantor's Affidavit Form (Academic Year 2023-2024)
- (C) Consent Form (Academic Year 2023-2024)

The above completed forms are to be submitted along with:

FOR ALL APPLICANTS:

Student Registration Invoice (Complete)

Tin Certificate (**Original & Copy**)

Recent proof of address dated within the last 3 months - any mailed document e.g., Utility bills such as (water bill, light bill or telephone bills), Bank Statement along with the post marked envelopes / Personal mail with post marked Envelopes or Letter from Tosaos – (Hinterland Location) or Tenancy Agreement with 3 months recent receipts.

Valid Guyana passport – (**Original & Copy**)

Original Job Letter and **Copy** of Recent pay slip (issued within the last 3 months) **if employed**.

If self-employed - evidence of Business Registration & Income Statement from a certified Accountant (if business is well established) **OR** Affidavit of Income from a **Commissioner of Oaths** along with supporting documents (if business is small scaled)

ADDITIONAL DOCUMENTS APPLICABLE FOR 1st TIME APPLICANTS:

Your Letter of Acceptance from UG

Two (2) Letters of Recommendations - must be on Letterhead **OR** have Official Rubber stamp affixed (dated within the last 3 months)

Birth Certificate of Student (**Original & Copy**)

One (1) Passport-Sized Photograph – certified by a JP or any Senior Public Officer

Application Fee is GYD **\$1,000**. (**Non-Refundable**)

Loan Payment Options: SLA Salary Deduction Authorization is **MANDATORY** (if employed by a Government Entity **OR** an Established Private Entity that can facilitate), EFT (Electronic Funds Transfer) at any Commercial Bank, Merchant Payments: (MMG, SUREPAY, BILL EXPRESS) USI or Registration # required to do SLA transaction.

ALL GUARANTOR DOCUMENTS:

Guarantor's Affidavit Form – **Attested by a Commissioner of Oaths to Affidavits**

Revenue Stamps equivalent to the requested Tuition Cost on Registration Invoice - \$1 stamp per \$1000 value.

***Revenue Stamps** can be purchased from any of the **Guyana Post Offices in the highest denomination**. Once purchased, it is required to be affixed to the **SECTION F area of the 'Guarantor's Affidavit Form'**

Recent proof of address dated within the last 3 months - any mailed document e.g., Utility bills such as (water bill, light bill or telephone bills), Bank Statement along with the post marked envelopes / Personal mail with post marked Envelopes or Letter from Tosaos – (Hinterland Location) or Tenancy Agreement with 3 months recent receipts.

Valid Guyana passport – (**Original & Copy**)

TIN Certificate (**Original & Copy**)

Original Job Letter – within the last 3 months

If self-employed - evidence of Business Registration & Income Statement from a certified Accountant (if business is well established) **OR** Affidavit of Income from a **Commissioner of Oaths** along with supporting documents (if business is small scaled)

Guyana NID card **OR** Driver License (**Original & Copy**)

Credit Bureau Consent Form - Report available at SLA - Fee GYD **\$2,000**.

Important Reminder Tips:

- For Form Completion: **NO gel ink pens, white out, scratches or trace overs** are allowed.
- Job Letters & Recommendations **MUST** be addressed to: The Student Loan Agency **or** To Whom It May Concern.
- For Students under 18 years, a copy of the signing Parent / Guardian's NID **or** Driver License
- **Due Date for Submission of Loan Applications form for AY 2023/2024 May 17, 2024.** *SUBJECT TO CHANGE

