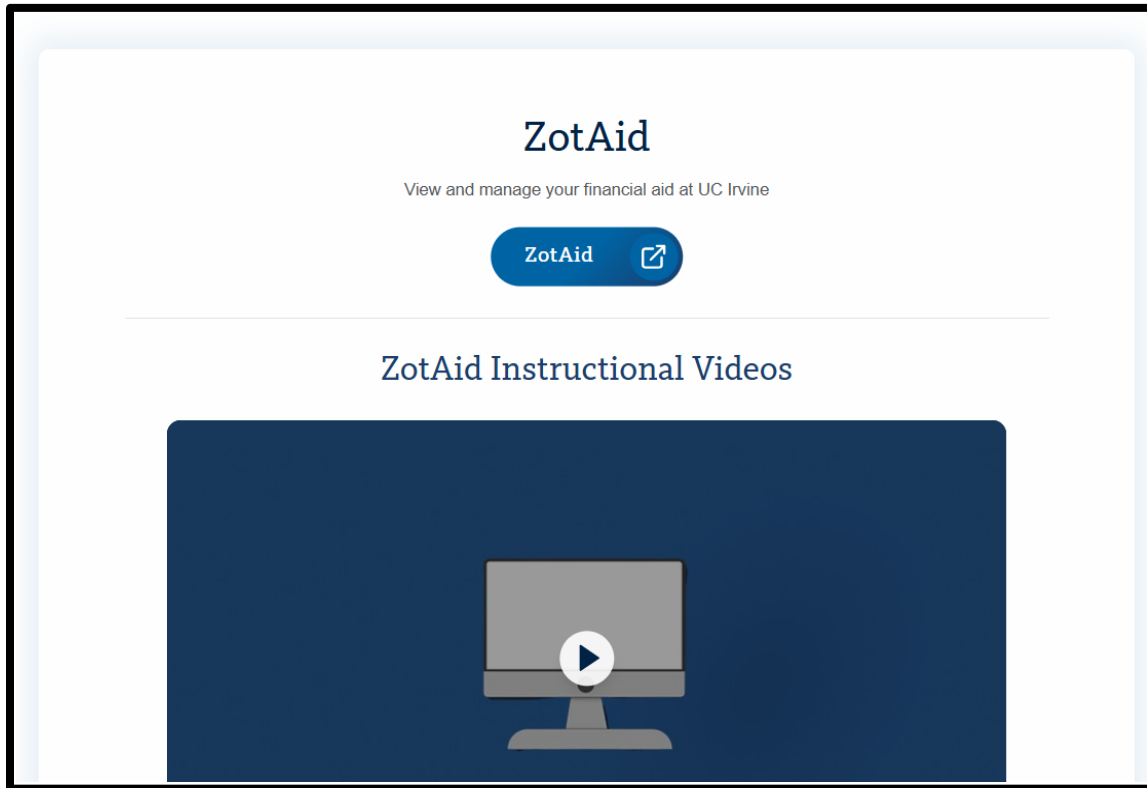
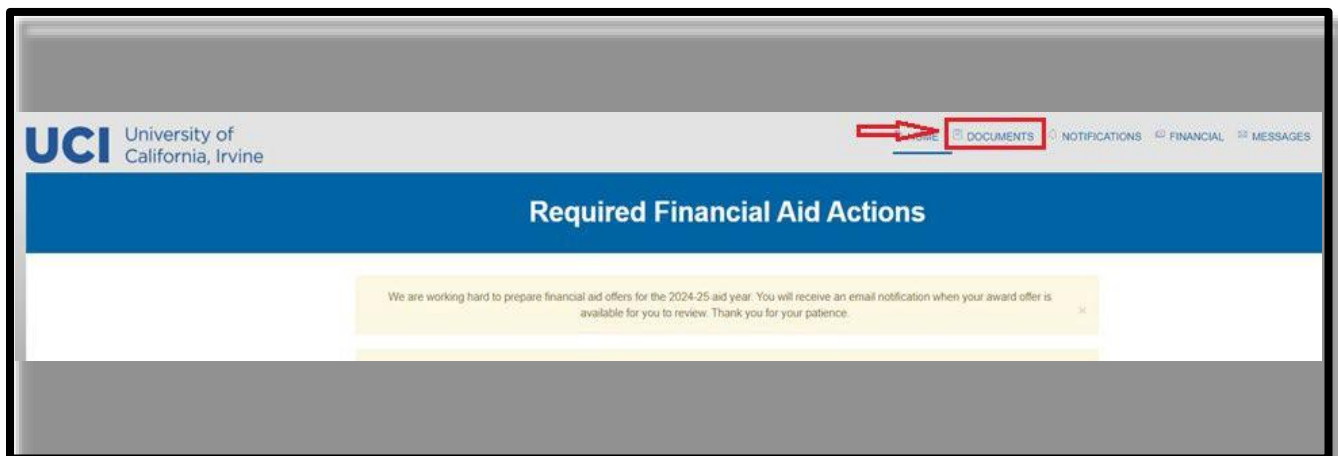


Instructions to submit your 2025-2026 Alternative Loan Certification Request

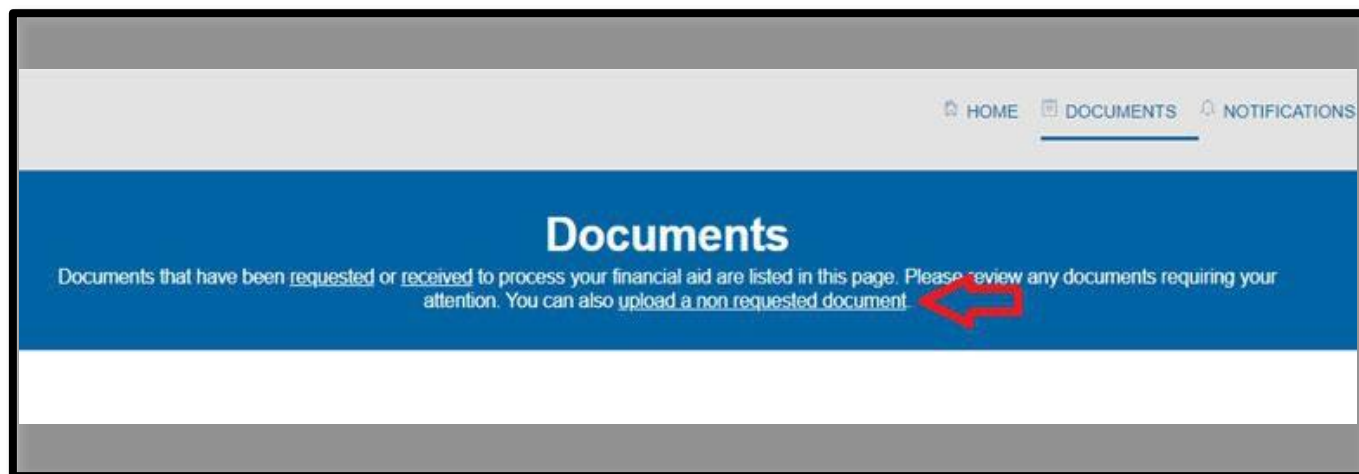
1. Log onto [ZotAid](#)



2. Go to Documents Tab



3. Select “upload a non requested document”



4. Select 'Alternative Loan Certification Request', 'Student' as owner, and '2025-26' as award year:

The screenshot shows the 'Upload Documents' page of a web application. The page title is 'Upload Documents' with the subtitle 'Upload a Non Requested Document'. The page is divided into four columns: Document Name, Owner(s), Award Year, and File. The 'Document Name' column has a text input field with the value 'Alternative Loan Certification Request'. The 'Owner(s)' column has a dropdown menu with the value 'Student' selected. The 'Award Year' column has a text input field with the value '2024-2025'. The 'File' column has a button labeled 'CHOOSE A FILE'. Below the 'File' column, there is a note: 'Only PDF, JPEG, GIF and PNG files with max size of 50MB.' Red arrows point to the 'Alternative Loan Certification Request' text, the 'Student' dropdown, and the '2024-2025' text.

5. Download the Alternative Loan Certification Request form:

Upload Documents

Upload a Non Requested Document

Document Name	Owner(s)	Award Year	File
Alternative Loan Request Form	<div>Parent Parent Spouse Student Student Spouse</div>	2024-2025	<div></div> <div>Only PDF, JPEG, GIF</div>

Alternative Loan Request Form

Please download this file and fill in the requested details directly into the document form. Once completed, upload the file to submit the requested document to c

DOWNLOAD

6. Upload the completed form in the area of the screen that says 'CHOOSE A FILE':

Upload Documents

Upload a Non Requested Document

File

CHOOSE A FILE

Only PDF, JPEG, GIF and PNG files with max size of 50MB.