



TANKERMAN CAREER ACADEMY (TCA) LOANS PROCEDURES

P. O. BOX 3398, BATON ROUGE, LA 70821-3398 ♦ PHONE: 800-522-2748 or 225-342-5055 ♦ FAX 800-297-2717 or 225-342-9135

Telephone Application:

1. Applicant contacts La Cap at 1-800-522-2748, option 2 to submit a loan application.
2. Ask for the PSC Group Tankerman Career Academy Loan. The loan amount will be \$13,990.00.
3. Application will be completed over the phone. Representative will obtain your name, address, social security number, etc. A credit check will be completed by La Cap. You will be asked for permission to pull your credit report.
4. If the credit check is successful, you may be pre-approved for a TCA loan. If La Cap determines that you need a co-signer, the co-signer must contact La Cap using the same phone number and extension noted in step #1. Co-applicant should reference the application number.
5. Submit a signed **Privacy Act Release Form** directly to your TCA recruiter via fax or email. This allows La Cap to release information regarding your loan approval.
6. Your TCA recruiter will contact La Cap for confirmation and schedule your interview.

Online Application:

1. Go to LaCap's website: www.lacapfcu.org. Under Borrowing, select Personal Loans.
2. Under Signature Loans, click the option for the "Current Member" or "Not A Member" to apply.
3. Select the Personal Loan option.

The screenshot shows a web form titled "Select a purpose*" with four radio button options: "Certificate Secured Loan", "Debt Consolidation", "Personal Loan", and "Share Secured Loan". The "Personal Loan" option is selected and highlighted with a red background.

4. Complete the online application.
5. If you are pre-approved for a TCA loan, you must submit a signed **Privacy Act Release Form** directly to your TCA recruiter via fax or email. This allows La Cap to release information regarding your loan approval.
6. Your TCA recruiter will contact La Cap for confirmation and schedule you for an interview.

NOTE: It's important that you only get "pre-approved" for the loan. Do not take out the loan at this time. Loan approvals are only good for 30 days. Once expired, you will be required to reapply.

*For La Capitol use only
Recruiter information for LA & TX: Kayla B. Murphy, email:kayla.murphy@pscgroup.com*