

EXHIBIT 4

ANNUAL REVIEW OF MULTI-YEAR STUDENT LOAN REPAYMENT

**Submit to Director, Workforce Management Office (WFMO), via your servicing WFMO
30 days in advance of the anniversary of effective date of Student Loan Repayment
Agreement**

I have completed the annual review of the Student Loan Repayment for _____
(Employee's name) who is employee at _____ (Line/Staff
Office, Organizational Unit).

I certify that the _____ (second, third, etc.) year of Student Loan Repayment as
documented by the initial Student Repayment Agreement dated _____ is still
warranted and that this situation meets the requirements of Title 5, United States Code (U.S.C.)
5379, Title 5, Code of Federal Regulations §537, Department Administrative Order 202-957,
DOC Repayment of Student Loan Policy, and NOAA Administrative Order 202-957, NOAA
Student Loan Repayment Program.

I authorize continued payment of this year's student loan repayment to:

Name of Lending Institution(s)

Supervisor Date

Authorizing Line or Staff Office Management Official Date

Director, Servicing Workforce Management Office Date

Director, Workforce Management Office Date

A copy of this document must be sent to the servicing WFMO for inclusion in the employee's
Official Personnel Folder.

Distribution:
Original – OPF
Copies – Employee
Supervisor