



2019-2020 FINANCIAL AID ADJUSTMENT FORM

STUDENT'S NAME _____

VIP ID _____

Please complete all applicable sections below, SIGN, date and return to the Financial Aid Office.

Please indicate the term you wish to make changes (all students must complete this section):

Fall 2019

Spring 2020

Summer 2020

CANCELLATION REQUEST

- I wish to cancel all of my financial aid (including grants and scholarship funds).
please note these funds may no longer be available due to funding limitations
- I wish to cancel all of my Federal Direct Loans.
- I wish to cancel my Federal Direct Subsidized I Loan.
- I wish to cancel my Federal PLUS Direct Loan.
- I wish to cancel my Federal Direct Unsubsidized Loan.
- I wish to cancel my Private Alternative Loan.

IMPORTANT NOTE TO ALL LOAN RECIPIENTS: If you received Federal Direct Loan proceeds during your enrollment at our institution, you **must** complete Loan Exit Counseling when you withdraw, graduate or drop below half-time (6 credit hours) attendance. This process can be completed online at www.studentloans.gov. Select 'Exit Counseling' on main screen and follow the instructions to complete your exit counseling. We will receive an electronic confirmation upon completion of the exit counseling session.

REINSTATEMENT REQUEST

- I wish to reinstate all of my financial aid (including grants and scholarship funds).
please note these funds may no longer be available due to funding limitations
- I wish to reinstate my Federal Direct Loan(s) for the amount listed below:
Subsidized \$ _____ Unsubsidized \$ _____ PLUS \$ _____

LOAN ADJUSTMENT REQUEST

- I am graduating in December. Please process my loan for the Fall term only. I understand that my loan amount will be prorated based on enrollment for one term.
- I wish to apply for \$ _____ in additional Federal Direct Loan(s) due to grade level change. My grade level is now: Sophomore Junior/Senior
- My parent was denied a PLUS loan. I wish to apply for \$ _____ in additional Unsubsidized funds.
- I wish to make the following change(s):

	Subsidized Loan	Unsubsidized Loan	Private/Alternative Loan
Increase By			N/A
Decrease By	N/A	N/A	

My signature below authorizes the Financial Aid Office to make the above changes. I understand that if I have requested a cancellation of a loan that has been disbursed to my account, I am responsible for paying the balance due.

Student's Signature _____

Date _____