# Summer 2021 - Spring 2022
## LOAN ADJUSTMENT REQUEST

Name: _____________________________  SID: _____-_______-__________

Daytime Phone: _____________________  Email address: __________________________

Please adjust my loan amount(s) in the following manner:

- **INCREASE** my federal student loan(s) as indicated below:

<table>
<thead>
<tr>
<th>Loan Type</th>
<th>Current TOTAL Loan Award: *(see example below)</th>
<th>Amount you would like to INCREASE by:</th>
<th>New TOTAL Loan Award: *(after increase)</th>
</tr>
</thead>
<tbody>
<tr>
<td>SUBSIDIZED</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>UNSUBSIDED</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

*Example: Student has a subsidized loan for $1,000 per quarter for 3 quarters, equaling a total loan award of $3,000. You can view your total loan award(s) on your Financial Aid Portal.*

**NOTE:** If you have been awarded a multiple quarter loan, the loan will be increased over the total number of quarters awarded. (To prevent uneven disbursements, the increase cannot be applied to a single quarter in a multiple quarter loan.)

- **DECREASE** my federal student loan(s) as indicated below:

<table>
<thead>
<tr>
<th>Loan Type</th>
<th>Current TOTAL Loan Award: *(see example below)</th>
<th>Amount you would like to DECREASE by:</th>
<th>New TOTAL Loan Award: *(after decrease)</th>
</tr>
</thead>
<tbody>
<tr>
<td>SUBSIDIZED</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>UNSUBSIDED</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

*Example: Student has a subsidized loan for $1,000 per quarter for 3 quarters, equaling a total loan award of $3,000. You can view your total loan award(s) on your Financial Aid Portal.*

**NOTE:** If you have been awarded a multiple quarter loan, the loan will be decreased over the total remaining quarters awarded. If you would like to decrease a loan that has already disbursed, you will need to contact your loan servicer, to inquire about making payments toward your loan balance. To contact your loan servicer, please visit [NSLDS.ed.gov](http://NSLDS.ed.gov), and log in to view all of your current and previous student loan information.

- **CANCEL** my federal student loan(s) for:  
  - □ SUMMER 21  
  - □ FALL 21  
  - □ WINTER 22  
  - □ SPRING 22

**ADDITIONAL INFORMATION:** ________________________________________________________________

By signing below, I certify that the information I have provided on this form is complete and accurate to the best of my knowledge. I understand that I must attend at least 6 credits each quarter of the loan period, be taking eligible classes toward an eligible program of study. I must make satisfactory academic progress in accordance with the Financial Aid Satisfactory Academic Progress Policy in order to be eligible for the Federal Direct Loan program.

**SIGNATURE:** _____________________________  **DATE:** ____________

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**Office Use Only:**  

**TRACK L3 in specific YRQ**

**COMPLETED BY:** _____________________________  **DATE:** ____________