Loan Adjustment Form

Use this form to: ***1) Change a Loan Amount*** ***2) Decline a Loan***
3) Change the Period of a Loan ***4) Accept a PLUS Loan***

All requests to decline or adjust a loan must be made within 30 days of the first disbursement of the loan and require the approval of the Bursar's Office.

To Borrow Part of a Federal Direct Student Loan(s) for Fall 2009/Spring 2010, Complete this Section:
Note: The amount you request should be for the academic year and will be evenly disbursed over the two terms.

		Original Amt.	New Amt.
_____	Reduce my Federal Direct Subsidized Loan:	$_____	$_____
_____	Reduce my Federal Direct Unsubsidized Loan:	$_____	$_____
_____	Reduce my Federal Direct Graduate PLUS Loan:	$_____	$_____
_____	Reduce my parent(s) Federal Direct PLUS Loan:	$_____	$_____
_____	Reduce my Federal Direct Additional Loans (type: _____):	$_____	$_____

To Decline All Federal Direct Student Loans for Fall 2009/Spring 2010, Complete this Section:

_____ I wish to decline the offer of my Federal Direct Subsidized Loan.
_____ I wish to decline the offer of my Federal Direct Unsubsidized Loan.
_____ I wish to decline the offer of my Federal Direct Graduate PLUS Loan.
_____ I wish to decline the offer of my Federal Perkins/HPL Loan.
_____ I wish to decline the offer of my Federal Direct Additional Loans (type: _____).
_____ My parent wishes to decline the offer of a Federal Direct PLUS Loan (parent's signature is required).
_____ My parent wishes to decline the offer of a Federal Direct PLUS Loan so that the student will be able to apply for an Alternative Loan (parent's signature is required).

For Office Use Only: BURSAR SIGNATURE REQUIRED ☐

Bursar Confirmation: _____ Date: _____

To Change the Term of the Loan, Complete this Section:
Note: Summer Only and Fall Only loans are available only to students graduating at the end of those terms
This request must be made IN-Person to the Office of Student Financial Services.

I wish to change the term of my loan to:

_____Summer Only 2009 _____Summer 2009/Fall 2009 _____Fall Only 2009 _____Spring Only 2010

Request to Accept Federal Direct PLUS Loans

To Accept Loans from the Federal Direct PLUS Loans (Parent Loan for Undergraduate Students) or the Graduate PLUS Programs:

_____ My parent wishes to accept the Fed. Dir. PLUS Loan (Parent's signature required.) Amount Requested: _____
A copy of the electronic Master Promissory Note is required.

_____ I wish to accept the Federal Direct Graduate PLUS loan offered. Amount Requested: _____
Copies of the electronic Master Promissory Note and Graduate PLUS Entrance Counseling are required

_____
Please Print Student's Name

_____
Student's ID#

_____
Student's Signature

_____
Date

_____
Please Print Parent's Name (Required for PLUS Loan Only)

_____
Parent's Signature (Required for PLUS Loan Only)

For OSFS Use Only:

Received by: _____ Date: _____
Processed by: _____Date: _____