2016–2017 Financial Aid Award Adjustment Request

Student Name: ___________________________ Loyola ID: ___________________________

You may be eligible to reduce/cancel your loan(s) through LOCUS (Go to View My Financial Aid under your Student Center). We will process the reduction and notify your lender of the change. Note: If you notify both the FAO and your lender of a reduction, we will each process the reduction, resulting in possible late fees assessed by the Office of the Bursar if the loan is now less than your outstanding balance. If you are not able to adjust your loan(s) in LOCUS or wish to reinstate a previously declined award, please submit this form. All amounts should be gross amounts before origination fees are removed. If requesting a reduction more than 14 days after the loan has disbursed, please contact our office first: lufinaid@luc.edu or 773-508-7704. Check all that apply:

Subsidized Stafford Loan

☐ Cancel entire loan
☐ Reduce loan amount to: ☐ Fall $_______ ☐ Spring $_______ ☐ Summer $_______
☐ Reinstatle loan amount to: ☐ Fall $_______ ☐ Spring $_______ ☐ Summer $_______

Unsubsidized Stafford Loan

☐ Cancel entire loan
☐ Reduce loan amount to: ☐ Fall $_______ ☐ Winter* $_______ ☐ Spring $_______ ☐ Summer $_______
☐ Reinstatle loan amount to: ☐ Fall $_______ ☐ Winter* $_______ ☐ Spring $_______ ☐ Summer $_______

Graduate PLUS Loan

☐ Cancel entire loan
☐ Reduce loan amount to: ☐ Fall $_______ ☐ Winter* $_______ ☐ Spring $_______ ☐ Summer $_______

Other (Alternative loans, work study, etc.) ___________________________ (name of award)
☐ Cancel entire award
☐ Reduce award amount to: ☐ Fall $_______ ☐ Winter* $_______ ☐ Spring $_______ ☐ Summer $_______
☐ Reinstatle award amount to: ☐ Fall $_______ ☐ Winter* $_______ ☐ Spring $_______ ☐ Summer $_______

Increase loan (only due to change in grade level)

☐ Sophomore (30-59 credits completed) ☐ Junior/Senior (60+ credits completed)

I understand that rejected loan awards cannot be replaced with grant assistance. I understand that I am responsible for all educational expenses not covered by other financial aid programs. I understand that previously reduced or canceled awards will be reinstated only if requested before the end of the term.

__________________________ ___________________________
Student Signature** Date

*Winter term is for Business students only
**Typed and digital signatures are not acceptable

Financial Aid Office
1032 West Sheridan Road
Sullivan Center Room 190
Chicago, Illinois 60660
Phone: 773.508.7704  Fax: 773.508.3397
Scan completed form and E-mail to finaidforms@luc.edu

Student Name:
Loyola ID:
(Please print)
(Your 11-digit Loyola ID number begins 0000.)

RD 2017