2017–2018 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 $________
- [ ] Reinstall loan amount to:  
  - Fall $________  
  - Spring $________  
  - Summer $________

**Unsubsidized Stafford Loan**

- [ ] Cancel entire loan
- [ ] Reduce loan amount to:  
  - Fall $________  
  - Winter* $________  
  - Spring $________  
  - Summer $________
- [ ] Reinstall loan amount to:  
  - Fall $________  
  - Winter* $________  
  - Spring $________  
  - Summer $________

**Graduate PLUS Loan**

- [ ] Cancel entire loan
- [ ] Reduce loan amount to:  
  - Fall $________  
  - Winter* $________  
  - Spring $________  
  - Summer $________
- [ ] Increase loan amount to:  
  - Total _________ (loan will be evenly split between terms)  
  - Fall $________  
  - Winter* $________  
  - Spring $________  
  - Summer $________

**Other (Alternative loans, work study, etc.)________________________ (name of award)**

- [ ] Cancel entire award
- [ ] Reduce award amount to:  
  - Fall $________  
  - Winter* $________  
  - Spring $________  
  - Summer $________
- [ ] Reinstall award amount to:  
  - Fall $________  
  - Winter* $________  
  - Spring $________  
  - Summer $________

**Increase loan (only due to change in grade level)**

- [ ] Sophomore (30-59 credits completed)  
  - Fall $________  
  - Winter* $________  
  - Spring $________  
  - Summer $________
- [ ] Junior/Senior (60+ credits completed)  
  - Fall $________  
  - Winter* $________  
  - Spring $________  
  - Summer $________

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