



## 2012 - 2013 FINANCIAL AID ADJUSTMENT FORM

Student Name: \_\_\_\_\_

Student ID: \_\_\_\_\_

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

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

- ☐ Fall  
☐ Spring

- ☐ Fall / Spring  
☐ Spring / Summer

- ☐ Summer  
☐ Summer Session 3

**CANCELLATION REQUEST**

- ☐ I wish to cancel all of my financial aid (including grants and scholarship funds).  
☐ I wish to cancel all of my Federal Direct Loans.  
☐ I wish to cancel my Unsubsidized Federal Loan.  
☐ I wish to cancel my Graduate PLUS Federal Direct Loan.  
☐ I wish to cancel my Alternative loan.

**IMPORTANT NOTE TO ALL LOAN RECIPIENTS:** If you received Federal Direct Loan proceeds during your enrollment at ASU, 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.nsls.ed.gov](http://www.nsls.ed.gov). Select 'Exit Counseling' on main screen and follow simple instructions to complete your exit counseling. ASU will receive an electronic confirmation upon completion of the interview.

**REINSTATEMENT REQUEST**

- ☐ I wish to reinstate all of my financial aid (including grants and scholarship funds).  
☐ I wish to reinstate my federal direct loan(s) for the amount listed below:  
Subsidized \$ \_\_\_\_\_ Unsubsidized \$ \_\_\_\_\_ Graduate 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 my hours of enrollment.  
☐ I wish to apply for \$ \_\_\_\_\_ in additional Federal Direct Loan(s) due to grade level change. My grade level is now: ☐ Sophomore ☐ Junior ☐ Graduate  
☐ 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	Graduate PLUS Loan	Private/Alternative Loan
Increase By				N/A
Decrease By				

- ☐ Other (please explain): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**IMPORTANT NOTE TO ALL LOAN RECIPIENTS:** Please notify the Financial Aid Office within 30 days of the disbursement if you wish to return all or a portion of your federal direct student loan funds. Any request received after 30 days of the disbursement will not be processed by the Financial Aid Office and you will need to contact your lender to return funds. **Cancelling or reducing a disbursed loan may result in a balance due on your Augusta State University account.**

Signature: \_\_\_\_\_

Date: \_\_\_\_\_