

# NAZARETH UNIVERSITY

## Financial Aid Office 2025-2026 Federal Loan Change Request Form

The purpose of this form is to request an increase/decrease to a loan, request reinstatement of loans previously declined or cancel your federal loans. Due to federal regulations, all requests may not be approved.

**Student Name:** \_\_\_\_\_ **Student ID#:** \_\_\_\_\_

*NOTE: All federal loans, i.e., Direct Subsidized, Unsubsidized, and Graduate PLUS Loans will have the net loan amount (minus origination fees) disbursed equally between semesters. You have 120 days from the term's first disbursement to your student account to request that Nazareth cancel or reduce your loan amount. If more than 120 days have passed, you must return the loan funds directly to your servicer.*

### DIRECT LOAN CHANGE REQUEST

#### Subsidized Loan

For the: ☐ Entire academic year ☐ Summer ☐ Fall ☐ Spring

- ☐ Cancel my loan
- ☐ Reduce my loan by a credit balance
- ☐ Reduce the principal amount from \$ \_\_\_\_\_ to \$ \_\_\_\_\_

#### Unsubsidized Loan

For the: ☐ Entire academic year ☐ Summer ☐ Fall ☐ Spring

- ☐ Cancel my loan
- ☐ Reduce my loan by a credit balance
- ☐ Reduce the principal amount from \$ \_\_\_\_\_ to \$ \_\_\_\_\_

#### Graduate PLUS Loan

For the: ☐ Entire academic year ☐ Summer ☐ Fall ☐ Spring

- ☐ Cancel my loan
- ☐ Reduce my loan by a credit balance
- ☐ Reduce the principal amount from \$ \_\_\_\_\_ to \$ \_\_\_\_\_

Request additional Unsubsidized Loan due to Parent PLUS denial:

- ☐ My parent was denied for a Parent PLUS Loan and I would like to request an additional Unsubsidized Loan (\$4,000 for Freshman/Sophomores, \$5,000 for Juniors/Seniors)

**Student Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

You may also be required to complete a Promissory Note and Entrance Counseling. Log-in to [myfinaid.naz.edu](https://myfinaid.naz.edu) to review your financial aid and required documents.