

## Adjustment Request for Federal Direct Student Loan

To request an adjustment to your Federal Direct Student Loan, this form must be completed in its entirety. You must indicate which loan you would like to reduce, cancel, or increase; the amount of the adjustment; and the term in which the adjustment should take place.

\_\_\_\_\_  
Student's Name

\_\_\_\_\_  
Application Award Year

\_\_\_\_\_  
EMPLID #

\_\_\_\_\_  
SSN

\_\_\_\_\_  
Best Daytime Phone #

\_\_\_\_\_  
Email

\_\_\_\_\_  
Street Address

\_\_\_\_\_  
City

\_\_\_\_\_  
State

\_\_\_\_\_  
Zip Code

I am requesting the Financial Aid Office adjust my Federal Direct Student Loan amount. If I am fully canceling the Fall term loan(s), I understand the lender will also cancel future disbursements. To have the loan reinstated, I will need to complete additional paperwork.

**Step 1:**

**Action**

- Cancel** my Entire Loan
- Reduce** my Loan by this amount \$ \_\_\_\_\_
- Increase** my Loan by this amount \$ \_\_\_\_\_

**Step 2:**

**Type of Loan**

- Subsidized
- Unsubsidized
- PLUS

**Step 3:**

**Applicable Term**

- Summer 20\_\_\_\_
- Fall 20\_\_\_\_
- Spring 20\_\_\_\_

I understand that my request for a loan adjustment will not be processed until the Financial Aid Office has the results of my FAFSA and has completed the verification process, if required. New River Community College will also enforce the regulation that students must maintain at least half-time enrollment in order to receive disbursements of any loan funds.

By signing this certification, I authorize the college to take the appropriate action based upon my request.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date