

## 2023-2024 Loan Adjustment Form

### OVERVIEW

The Office of Financial Aid requires borrowers seeking a loan reduction or increase to confirm their requested changes in writing. **Loan reductions must be made no later than 14 days after the date the funds are credited to the student's account at SCU.**

**PLEASE NOTE:** Loan adjustments can take up to 7 business days to process and may generate additional requirements.

### STUDENT INFORMATION

\_\_\_\_\_  
Last Name

\_\_\_\_\_  
First Name

\_\_\_\_\_  
Student ID #

\_\_\_\_\_  
Telephone Number

### LOAN INFORMATION

1. For which term are you requesting an increase or decrease in funding?

Fall 2023

Spring 2024

Summer 2024

2. How much of an increase or decrease in funding are you requesting?

. I would like to increase decrease (check one) my \_\_\_\_\_ loan by: \$ \_\_\_\_\_  
Net change to student account balance

. I would like to increase decrease (check one) my \_\_\_\_\_ loan by: \$ \_\_\_\_\_  
Net change to student account balance

**Loan reductions must be made no later than 14 days after the date the funds are credited to the student's account at SCU.**

3. Additional Details (skip if none apply):

I would like to **decline** my Federal Work Study Award (FWS) to allow maximum loan availability

My parent applied for and was denied a Direct Parent Loan

**By signing this form, I authorize the Office of Financial Aid to adjust my federal loan(s) and understand that any balance created by a change in my loan amounts is my responsibility to pay. Loans will not be made in excess of loan eligibility or cost of attendance.**

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent Signature (undergraduate PLUS Loans only)

\_\_\_\_\_  
Date

***Please submit this document to the Office of Financial Aid***

**Office Use Only:** Date Rcvd by FA: \_\_\_\_\_

Date Adj. Completed: \_\_\_\_\_