

NAZARETH COLLEGE

4245 East Ave., Rochester, NY 14618 ■ 585-389-2525 ■ www.naz.edu



2023-2024 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 _____ Nazareth 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 \$_____

*You may be required to complete a new PLUS application if requesting an increase. If so, we will contact you.

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 (**not electronic or digital**)

Date

Once you complete this form, please upload it to our office at myfinaid.naz.edu. This site protects your privacy and confidential information and therefore, **we do not accept any forms or documentation via email.** Forms may also be mailed to our office.

You may also be required to complete a Promissory Note and Entrance Counseling. Log-in to myfinaid.naz.edu to review your financial aid and required documents.