



UNIVERSITY OF SOUTH ALABAMA

FOR OFFICE USE ONLY: GRADJ

Worked By: _____ Date: _____

2018-2019 Graduate Student Loan Adjustment Form

Student Name: _____

JAG#: _____

Please circle the type of adjustment you are requesting for each type of loan and indicate the total amount of the loan fund(s) you would like to accept. *For **cancellation and re-offer** requests, check the semester(s) you wish to have the loan cancelled or re-offered.*

Type of Loan	Type of Adjustment	Requested Amount <i>(Whole dollar amounts only. *NOTE: Loans <u>must</u> be in equal disbursements.)</i>		
		Fall 2018	Spring 2019	Summer 2019
Federal Direct Unsubsidized Loan <i>*NOTE: Graduate students must exhaust all Unsubsidized Loan eligibility before increasing a Graduate PLUS Loan.</i>	Increase to	\$	\$	\$
	Reduce to	\$	\$	\$
	Re-offer			
	Cancel			
Federal Direct Graduate PLUS Loan	Increase to	\$	\$	\$
	Reduce to	\$	\$	\$
	Re-offer			
	Cancel			

By signing this form, I understand that a request to reduce or cancel a loan that has already paid to the student account or refunded to the student, will become immediately due to the Office of Student Accounting. I also understand that past due balances may incur additional fees and prevent registration for future terms, receipt of official transcripts and/or diplomas.

I also agree to check my JagMail email address for any follow-up correspondence from the Office of Financial Aid regarding my request. If I have requested to have a loan re-offered, I understand that I am responsible for accepting the Terms and Conditions of the loan in PAWS as well as completing a Master Promissory Note (MPN), Entrance Counseling and/or the Federal Direct Graduate PLUS Loan Application process at www.studentloans.gov if they are not on file with the Office of Financial Aid at the time my request is submitted.

Student Signature (required)

Date

Please allow five business days for your request to be processed by our office. Please be aware that during peak times the expected processing time may exceed five business days. INCOMPLETE FORMS WILL NOT BE PROCESSED.

*****Typed signatures will not be accepted*****

OFFICE OF FINANCIAL AID
1200 MEISLER HALL | 390 ALUMNI CIRCLE | Mobile, Alabama 36688-0002
TEL: (251) 460-6231 | FAX: (251) 460-6517; (251) 460-6079 |
finaid@southalabama.edu
SouthAlabama.edu