



## 2024-2025 Loan Adjustment Request Form

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

Please use this form to adjust loans for which you have already received a refund. If you wish to reduce or cancel an undisbursed loan, please email the Financial Aid Office at [uwwfao@uww.edu](mailto:uwwfao@uww.edu).

1. Indicate the loan you would like to adjust. Check only **one** loan type. Please use separate forms for multiple requests.

- Subsidized Direct Loan   
 Unsubsidized Direct Loan   
 Parent PLUS Loan\*   
 Graduate PLUS Loan  
 Private/Alternative Loan Lender: \_\_\_\_\_

**Please note: If you have multiple loans, the Financial Aid Office recommends that you carefully review the loan terms before deciding which loan to reduce. Please visit <http://www.uww.edu/financialaid/types-of-aid/loans> for information on loans.**

2. Indicate if you would like the loan cancelled or reduced. For "reduced by," please write in the amount you are returning. This amount should match the amount of the check. Loans must be adjusted to the nearest **whole** dollar.

- Cancelled   
 Reduced by: \$ \_\_\_\_\_ .00

3. Indicate the semester for which you are adjusting a loan. If you would like your loan adjusted equally between Fall and Spring, please check both semesters.

- Fall 2024   
 Winterim 2025   
 Spring 2025   
 Summer 2025

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

\* Parent Borrower Name: \_\_\_\_\_

\* Parent Borrower Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Phone Number: \_\_\_\_\_

\*For adjustments to PLUS Loans, please have the parent who borrowed the loan sign this form.

Mail this form with the refund check to:

**UW-Whitewater Cashier's Office**

P.O. Box 88

Whitewater, WI 53190

Or drop off at Hyer Hall Room 104

If you have already cashed the refund check, please make check payable to **UW-Whitewater**.

**FOR OFFICE USE ONLY**

Do Not Refund Hold applied to account by Cashier's Office: \_\_\_\_\_  
Initials      Date