



Financial Aid Office

1032 West Sheridan Road
Sullivan Center Room 190
Chicago, Illinois 60660
Phone: 773.508.7704

Scan completed form and upload to <https://forms.luc.edu/faupload/login.htm>

Preparing people to lead extraordinary lives

2025–2026 Financial Aid Award Adjustment Request

Student Name: _____ Loyola ID: _____

If reducing or canceling a loan, this form must be submitted no later than **30 days** after disbursement. We will process the change and send the funds back to the lender on your behalf. **Note: Reducing or canceling a loan after it has been disbursed may result in a balance on your account.** All amounts should be gross amounts before origination fees are removed. For all increases include the amount you have already been awarded plus the new amount you would like to receive.

Check all that apply:

Federal Direct Subsidized Loan

- Cancel entire loan
- Reduce loan amount to: Fall \$ _____ Winter* \$ _____ Spring \$ _____ Summer \$ _____
- Reinstate loan amount to: Fall \$ _____ Winter* \$ _____ Spring \$ _____ Summer \$ _____

Federal Direct Unsubsidized Loan

- Cancel entire loan
- Reduce loan amount to: Fall \$ _____ Winter* \$ _____ Spring \$ _____ Summer \$ _____
- Reinstate loan amount to: Fall \$ _____ Winter* \$ _____ Spring \$ _____ Summer \$ _____

Graduate PLUS Loan

- Cancel entire loan
- Reduce loan amount to: Fall \$ _____ Winter* \$ _____ Spring \$ _____ Summer \$ _____
- Increase loan amount to: Total _____ (loan will be evenly split between terms)
 - Fall \$ _____ Winter* \$ _____ Spring \$ _____ Summer \$ _____

By selecting a Graduate PLUS loan increase and signing this form, I authorize Loyola University Chicago to submit a new request for additional Graduate PLUS Loans to the Department of Education on my behalf only if my credit decision has not expired.

Other (Alternative loans, work study, etc.) _____ (name of award)

- Cancel entire award
- Reduce award amount to: Fall \$ _____ Winter* \$ _____ Spring \$ _____ Summer \$ _____
- Reinstate award amount to: Fall \$ _____ Winter* \$ _____ Spring \$ _____ Summer \$ _____

Increase loan (only due to change in grade level)

- Sophomore (30-59 credits completed) Junior/Senior (60+ credits completed)

I understand that rejected loan awards cannot be replaced with grant assistance. I understand that I am responsible for all educational expenses not covered by other financial aid programs. I understand that previously reduced or canceled awards will be reinstated only if requested before the end of the semester/term.

Student Signature* _____

Date _____

* Typed and digital signatures are not acceptable

RD 2026

* Winter term is for Business students only

Last updated 10/10/2025