



Name: _____ Student ID: _____

This Loan Change Request Form is used to cancel your federal or private loans, to request reinstatement of loans previously declined or cancelled, or to request an increase to a loan. Due to federal regulations and fund availability, not all requests will be approved. Borrowers must also complete any missing promissory notes and entrance counseling requirements. Log-in to the MyVU portal to review your revised financial aid award and any additional documents necessary to ensure timely disbursement of these loans to your account.

NOTE: All federal loans, i.e., Direct Subsidized, Unsubsidized, PLUS, and Perkins Loans will have the net loan amount (minus origination fees) disbursed equally between terms. You have 120 days from the date your loan is first disbursed to your student account to request that Vanguard University 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

For the: Entire academic year. Fall Spring Summer
 Cancel my Subsidized Direct Loan
 Revise the principal amount of Subsidized Direct Loan from \$_____ to \$_____.

For the: Entire academic year. Fall Spring Summer
 Cancel my Unsubsidized Direct Loan
 Revise the principal amount of Unsubsidized Direct Loan from \$_____ to \$_____.

For the: Entire academic year. Fall Spring Summer
 Cancel my Graduate PLUS Loan
 Revise the principal amount of Graduate PLUS Loan from \$_____ to \$_____.

My parents credit declined for a Parent PLUS Loan and I would like to request the maximum increase to my Unsubsidized Direct Loan (\$4,000 for Freshmen/Sophomores, \$5,000 for Juniors/Seniors)

PERKINS LOAN

For the: Entire academic year. Fall Spring Summer
 Cancel my Graduate Perkins Loan
 Revise the principal amount of Graduate PLUS Loan from \$_____ to \$_____.

PRIVATE EDUCATIONAL LOAN (Lender: _____)

Cancel my Private Educational Loan for the Entire academic year. Fall Spring Summer
 Reduce my Private Educational Loan to \$_____ for the: Fall Spring Summer
 Increase my Private Educational Loan to \$_____ for the: Fall Spring Summer
 I would like my Private Educational Loan disbursed in unequal disbursements:
Fall \$_____ Spring \$_____ Summer \$_____

Student Signature: _____ Date: _____