



Office of Student Financial Aid

## Student Financial Aid Loan Change Request 2018-2019

Name \_\_\_\_\_ KSU ID# \_\_\_\_\_ Phone # \_\_\_\_\_

### LOAN CHANGE REQUEST FORM POLICIES

1. Changes are made based upon accepted amounts, not disbursed amounts. Review your OwlExpress account to see what your accepted amounts are.
2. Increase requests may be denied/reduced due to loan limits, reaching your Cost of Attendance, or for any other reason in accordance with federal or institutional awarding policies.
3. Allow 5 business days for processing. Please allow up to 3 weeks for funds to be received to your Student Account with the Bursar's Office. During peak times, processing time may increase.

**EXAMPLE:** A student has accepted \$500 for Fall and \$500 for Spring in subsidized loans. The student wishes to add \$500 in subsidized loans to Spring. The student's form should read:

	Fall 2018		Spring 2019		Summer 2019		Academic Year
Loan Type	Current Accepted Amount	<input type="radio"/> Increase by: <input type="radio"/> Decrease by:	Current Accepted Amount	<input checked="" type="radio"/> Increase by: <input type="radio"/> Decrease by:	Current Accepted Amount	<input type="radio"/> Increase by: <input type="radio"/> Decrease by:	Desired Total Amount
<b>Subsidized</b>	<b>\$500</b>	<b>\$0</b>	<b>\$500</b>	<b>\$500</b>			<b>\$1500</b>

	Fall 2018		Spring 2019		Summer 2019		Academic Year
Loan Type	Current Accepted Amount	<input type="radio"/> Increase by: <input type="radio"/> Decrease by:	Current Accepted Amount	<input type="radio"/> Increase by: <input type="radio"/> Decrease by:	Current Accepted Amount	<input type="radio"/> Increase by: <input type="radio"/> Decrease by:	Desired Total Amount
Subsidized							
Unsubsidized							
Grad Plus							
Alternative							
Other							

- I understand all loan amounts are split evenly between the Fall/Spring semesters. I also understand that if I am requesting a Fall only change, the total loan amount may not exceed one semester amounts.
- I understand that if I am cancelling or reducing my loan(s), I am still responsible for any charges owed to KSU that would have been covered by my loan(s) and if funds have already been disbursed, I may be required to return the funds directly to my lender.
- I understand that if I accept the full amount of loans offered to me during the Fall/Spring semester I may not have any loans available to me during the Summer semester.
- I understand, per federal regulations, my loan(s) will have an origination fee taken out prior to the disbursement of my loan.

By signing below, I am agreeing to the above Terms and Conditions and am authorizing the Office of Student Financial Aid to make the requested change(s). Digital Signatures will not be accepted.

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

**DO NOT SUBMIT THIS PAGE**  
This is for informational purposes only.

**ABOUT LOAN CHANGE REQUESTS**

- If cancelling loans due to withdrawal from the institution or dropping below half-time enrollment, you must complete Loan Exit Counseling at [www.studentloans.gov](http://www.studentloans.gov).
- All loans are split evenly between Fall and Spring semesters by default. If only enrolled for one term, loans cannot exceed half of your designated annual limit. If enrolled for a second semester, loan increases will be added to the second semester.
- Summer loans are offered separately from Fall and Spring and depend upon remaining annual loan limit eligibility. For instance, if a dependent senior uses \$3,750 in the Fall and \$3,750 in the Spring, the student has used the entire annual limit and will have no eligibility for summer.
- Accepted amounts do not account for the Federal Direct Loan Origination Fee. The new total requested will disburse less the appropriate fee.

**ABOUT ANNUAL AND AGGREGATE LOAN LIMITS**

<b>Direct Loan Grade Level Annual Limits</b>			
Grade Level	Subsidized *	Additional Unsubsidized* Dependent Students	Additional Unsubsidized* Independent Students
Freshman (0-29 credit hours)	\$3,500	\$2,000	\$6,000
Sophomore (30 – 59 credit hours)	\$4,500	\$2,000	\$6,000
Junior (60 – 89 credit hours)	\$5,500	\$2,000	\$7,000
Senior (90 + credit hours)	\$5,500	\$2,000	\$7,000
Graduate Students	N/A	N/A	\$20,500

\*The Financial Aid Office will determine if you are eligible for a subsidized or unsubsidized loan. Graduate students are only eligible for an unsubsidized loan

<b>Aggregate (Lifetime) Limits for Sub/Unsub Loans</b>	<b>Subsidized</b>	<b>Total (subsidized and unsubsidized)</b>
Dependent Undergraduates	\$23,000	\$31,000
Independent Undergraduates and Dependent Undergraduates (whose parent was denied for a PLUS loan)	\$23,000	\$57,500
Graduate Students	\$65,500	\$138,500