



Office of Student Financial Aid

This form is for students who would like to return loan funds within 14 days after disbursement. You do not have to pay interest or the loan fee on the part of your loan that you tell us to cancel within the time frame described above. If the 14 days have passed, this form will not be applicable to you. If that is the case, please contact your loan servicer for guidance on how and where to return your loan money.

Student Name _____ KSU ID# _____
KSU email _____@students.kennesaw.edu Daytime Phone # _____
Mailing Address _____

- 1) Which loan would you like to return to lender? (Please select ONE) You must complete a separate form for each loan type. Subsidized Unsubsidized Parent PLUS Alternative Grad PLUS Perkins
2) Indicate semester: Fall Spring Summer
3) From this loan, a total of \$_____ disbursed to my student account.
4) From disbursed amount, I would like to return a total of \$_____
5) I would like to return these funds because:
a. Funds processed and received in error
b. I no longer want the funds
c. Other: _____
6) Have you received a refund from this loan? Yes No

I agree and understand that after funds have been removed from my account, it is my responsibility to check my Owl Express account. If there is a balance due, based on the above transaction, I will pay the amount to the Bursar's Office within 48 hours to avoid penalties.

Student Signature _____ Date _____
Parent's signature (if a Parent PLUS Loan is being returned) _____ Date _____

For Office Use Only:

Date funds were backed off of student's account _____ Processed by: _____