# 2019-2020 William D. Ford Federal Stafford Loan Change Request

## Student Information

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<tr>
<th>Last Name</th>
<th>First Name</th>
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<th>EMPLID</th>
<th>Date of Birth (MM/DD/YY)</th>
<th>Hunter Email</th>
<th>Phone Number</th>
<th>Expected Grad Date (MM/YY)</th>
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Street Address | City | State | Zip
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## Additional Parent/Graduate Plus Loans

Do not submit this application if you are requesting additional funding for a Parent or Graduate PLUS loan. You must complete and Undergraduate or Graduate PLUS loan application.

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## Loan Increase

- [ ] Subsidized
- [ ] Unsubsidized

Loan Period(s):  
- [ ] Summer 2019: _____# of Credits
- [ ] Fall 2019: _____# of Credits
- [ ] Spring 2020: _____# of Credits

Additional Loan Amount Requesting: $___________.00

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## Reduce/Cancel

You must submit a request form to reduce and/or cancel your Federal Direct loans with the Office of Financial Aid before you can return the funds to the Bursar’s Office.

### Loan Reduction (Please provide total gross amount only):

- [ ] Subsidized
- [ ] Unsubsidized

#### Summer 2019
- Current Amount: $___________.00
- Less: $___________.00
- New Amount: $___________.00

#### Fall 2019
- Current Amount: $___________.00
- Less: $___________.00
- New Amount: $___________.00

#### Spring 2020
- Current Amount: $___________.00
- Less: $___________.00
- New Amount: $___________.00

### Loan Cancellation (Please provide total gross amount only):

- [ ] Subsidized
- [ ] Unsubsidized

#### Summer 2019
- Cancel Amount: $___________.00

#### Fall 2019
- Cancel Amount: $___________.00

#### Spring 2020
- Cancel Amount: $___________.00

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## Processing Time and Loan Eligibility Determination

Allow at least 20 business days for your loan request to process. Once your loan has been adjusted, you can check the status on your CUNYfirst account. The approved loan amount will be determined by the CUNY Cost of Attendance (COA), minus the Expected Family Contribution (EFC), which is determined by your 2019-2020 FAFSA. Any financial aid and scholarships you are awarded will be deducted from your COA. Students cannot exceed their COA and/or annual loan limit for the academic year. If you received loans from another institution within the 2019-2020 academic year your annual loan limit will be reduced accordingly. You must be registered for at least 6 credits within your career/program plan to be considered for a loan. If you fall below 6 credits at the time of disbursement, your loan will be cancelled and you will be responsible for any unpaid balances. If the Office of Financial Aid receives notification that you have exceeded your COA after disbursement of your loan(s) have occurred, the necessary reductions and/or cancellations will be done and you may incur tuition liability at a later date.

### NSLDS Website

Students should view the NSLDS website to keep track of their loan borrowing such as aggregate limits. NSLDS provides loan history for both undergraduate and graduate borrowing [https://nslds.ed.gov](https://nslds.ed.gov).

### Note

Direct Loan requests are not processed from September 16 through September 30, 2019 due to the change in the loan origination fee. If you request a loan increase during this time frame your request will be processed October 1, 2019.

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## Certification Statement: Handwritten signature(s) ONLY

By signing below, I acknowledge that I have read and understood everything stated above. I understand that I must repay any additional loan(s) I request. I also understand that by reducing or cancelling my loan(s), I may incur a tuition liability at a later date.

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<th>Student Signature</th>
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