



2023-2024

Office of Financial Aid

Loan Adjustment Request Form

Name: LAST NAME FIRST NAME MI

D.O.B: MM DD YYYY EMPLID

Address: NUMBER/STREET APT # CITY STATE ZIP

Phone: ( ) - Email

Please Note: If the loan was disbursed and a refund was issued to you before you cancel the loan, you may owe a balance to the College

9 Direct Subsidized Loan † \*\*Direct Unsubsidized Loan\*\*

† I am requesting a DECREASE of my Direct Loan in the amount of: \$

† Fall † Spring

† I am requesting a CANCELLATION of my Direct Loan in the amount of: \$

† Fall † Spring

Applicant Certification My signature below certifies that I understand... 1) This adjustment form is not a Master Promissory Note (MPN); 2) that I have completed Direct Loan Entrance Counseling before submitting my request; 3) The Financial Aid Office will determine my eligibility for Federal Direct Loans; 4) My Federal Direct Loan request cannot be processed until the Financial Aid Office has received the results of my 2023-2024 FAFSA, collected all required documentation, and determined my application information to be correct; 5) I must maintain half-time enrollment (6 credits) in order to receive any disbursement of Direct Loan funds; 6) The Direct Loan amount cannot exceed my cost of attendance (COA) minus any other financial aid awarded; 7) My loan may be reduced at any time due to a change in enrollment or financial aid eligibility; 8) The Bursars' Office will make any necessary deductions from my Federal Direct Loan to pay my remaining tuition liability before I receive the balance of the funds.

Student's Signature: Date:

Contact Info

Office of Financial Aid Kingsborough Community College Room U201 Phone: (718) 368-644/5651

Received by:

Date: