Student Financial Aid Adjustment Form

Aid year ___________________
Student Name: ______________________________________ UIN: _________________________________

Note: Form must be received by our office at least 15 days prior to your last date of enrollment. A revised award notice will be e-mailed to you if the changes indicated below affect your award amounts. Please submit expected enrollment plans for all terms.

<table>
<thead>
<tr>
<th>Enrollment Status: Enrollment of less than full time may result in loss of aid</th>
<th>Fall</th>
<th>Spring</th>
<th>*Summer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Full time: (12+ credits undergraduate; 9+ credits graduate)</td>
<td>☐ credits</td>
<td>☐ credits</td>
<td>☐ credits</td>
</tr>
<tr>
<td>At least three quarter time: (9-11 credits undergraduate; 6-8 credits graduate)</td>
<td>☐ credits</td>
<td>☐ credits</td>
<td>☐ credits</td>
</tr>
<tr>
<td>At least half time: (6-8 credits undergraduate; 4-5 credits graduate)</td>
<td>☐ credits</td>
<td>☐ credits</td>
<td>☐ credits</td>
</tr>
<tr>
<td>Less than half time: (not eligible for most aid, loans included)</td>
<td>☐ credits</td>
<td>☐ credits</td>
<td>not available</td>
</tr>
</tbody>
</table>

1. I want to REDUCE or CANCEL my financial aid.
   a. ☐ Cancel all unpaid awards – not attending/no longer attending Old Dominion University.
   b. ☐ Cancel work-study
   c. ☐ Cancel Federal Subsidized Student Loans ☐ Cancel Federal Unsubsidized Student Loan
   d. ☐ Reduce Federal Subsidized Student loan from ________ to ________ (all loan amounts will be split evenly between periods).
   e. ☐ Reduce Federal Unsubsidized Student loan from ________ to ________ (all loan amounts will be split evenly between periods).

   Please note: You may cancel or reduce Federal Loans that have not disbursed (paid) to your ODU student account. You may also cancel or reduce your Federal Loans within 14 days from the date you receive a disbursement notice of your loan, or by the first day of the payment period (whichever is first).

   Cancelling or reducing a disbursed loan(s) may result in a balance due on your Old Dominion University Student Account.

2. I want to increase my Federal Subsidized or Unsubsidized Loans. (loan fee will be deducted)
   a. ☐ I want my loans increased because my grade level has changed. My grade level is now:
      ☐ Sophomore (30-59 credits) ☐ Junior or above (60+ credits) ☐ Graduate (Master’s/Doctoral)
   b. Please reinstate my Federal loan. (all loans amounts will be split evenly between periods).
      I previously reduced or cancelled my loan and now wish to borrow:
      ☐ An additional $_____________ ☐ Up to my maximum eligibility

3. Notification of scholarship or other aid/resources not listed. Please provide agency name and amount of scholarship(s) expected.

   __________________________________________________________________________________________
   __________________________________________________________________________________________

4. ☐ December graduate –loans must be prorated

   Phone: ___________________________________________ E-mail: ___________________________________________
   Student Signature: ___________________________________ Date: ______________________________________________

Student loan requests, for any term in session, must be submitted to the Student Financial Aid Office by the deadline dates below. After the deadline, loan request cannot be processed, and students will need to make alternate arrangements to meet costs of attendance.

   Fall Semester: October 1 Spring Semester: March 2 Summer Semester: June 18

*Please note summer aid is not guaranteed and a separate request form is required.

Old Dominion University is an equal opportunity, affirmative action institution. Minorities, women, veterans, and individuals with disabilities are strongly encouraged to apply.