Office of Student Financial Aid
2002 Rollins Hall
Norfolk, VA 23529-0052 • Telephone (757) 683-3683 • Fax (757) 683-5920

Student Financial Aid Adjustment Form

Aid year ___________________

Student Name: ______________________________________      UIN: _________________________________

Student type (circle one) must be completed.
1) Distance Learning/ONLINE Undergrad and Graduate     2) Undergraduate on campus     3) Graduate on campus

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.

Student must indicate expected enrollment plans for both 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>
</tr>
</thead>
<tbody>
<tr>
<td>Full time: (12+ credits undergraduate; 9+ credits graduate)</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>
</tr>
<tr>
<td>At least half time: (6-8 credits undergraduate; 4-5 credits graduate)</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>
</tr>
</tbody>
</table>

1. I want to REDUCE or CANCEL my financial aid for the _____ term(s).
   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 received a disbursement notice of your loan. 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. □ December graduate –LOANS MUST BE PRORATED

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

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

MUST SIGN THIS FORM. NO COMPUTERIZED SIGNATURE ACCEPTED.

Student loan increases or reinstates, 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: November 2  Spring Semester: April 2

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