

Academic Year: 2025-2026

Form: Student Loan Change Request - Direct Subsidized and Direct Unsubsidized Loans

Student's ID # Student's Name: _____

The form is to reduce, cancel, reinstate, or increase Federal Direct Subsidized and/or Unsubsidized Loans.

Select **one** of the following options. You will be notified by email if changes are made to your financial aid or if we are unable to process your request. You may also review your student portal at <https://students.umgc.edu/> to verify the requested changes have been processed.

Please select the term you wish to reduce, cancel, reinstate or Increase **Federal Direct Subsidized and/or Unsubsidized Loans**.

☐ Summer 2025 ☐ Fall 2025 ☐ Winter 2026 ☐ Spring 2026

I wish to reduce or cancel my Federal Direct Subsidized and/or Unsubsidized Loans:

(I understand loans cannot be reduced/cancelled if more than 14 calendar days have passed since the disbursement date and I will need to contact my lender for assistance.)

- ☐ Starting with the selected term, I wish to cancel all my Direct Loans for the entire academic year.
- ☐ Starting with the selected term, I wish to cancel *only* my Direct Unsubsidized Loans for the entire academic year.
- ☐ I wish to reduce my total Direct Loans to \$_____. (Note: Direct Unsubsidized Loans will be reduced first.)

I wish to reinstate or increase my Federal Direct Subsidized and/or Unsubsidized Loans:

(Please select this option if you have previously reduced or cancelled loans. Reoffered loan amounts cannot exceed your cost of attendance or Direct Loans Annual Limits. For additional information on grade level maximum and Federal Direct loan annual limits please visit [UMGC Federal Direct Loans](#).)

- ☐ I wish to Increase my total Direct Loans to \$_____. (Note: Direct Subsidized Loan eligibility will be offered first.)
- ☐ Starting with the selected term, I wish to increase *only* my Direct Subsidized Loans to my grade level maximum.
- ☐ Starting with the selected term, I wish to increase all my Direct Loans to my grade level maximum.

Submit Form: Send completed form to <https://www.umgc.edu/help/submit-case>

Acknowledgement:

I certify that I authorize the Financial Aid Office to make the changes requested above to my 2025-2026 financial aid offer. Any balance due to UMGC that is created by this change will be my sole financial responsibility. I understand that due to other limitations, changes may not be able to be made as specified and that the Financial Aid Office will notify me if the changes cannot be made as requested.

Student's Signature: _____
(must be signed by hand, not typed)

Date: _____