UNIVERSITY of VIRGINIA | Student Financial Services

P.O. Box 400204, Carruthers Hall
Charlottesville, VA 22904-4204
Telephone: (434) 982-6000
Website: https://sfs.virginia.edu

GFACH

GRADUATE Financial Aid Change Form
2024-2025

Student's Full Name:_____
(LEGAL NAME – PRINT) *first* *middle* *last*

University ID: ☐☐☐☐-☐☐☐☐☐ **or SIS ID:** ☐☐☐☐☐☐☐

Loans may only be increased up to the eligible amount for an academic year. If you request a loan amount greater than your eligible amount, you will be awarded only your maximum eligible amount. Step by step instructions for how to view your original loan award amounts are available at http://sfs.virginia.edu/grad/awardletter.

Any changes to the loan must be executed by the University's Financial Aid Office within 120 days of disbursement of the loan. After 120 days, we are unable to make changes to the amount of the loan.

SECTION 1: INCREASE REQUEST

☐ **Direct UNSUBSIDIZED Loan** ☐ Fall ☐ Spring ☐ Summer ☐ J-Term

Increase current loan amount by **Fall $**_____ **Spring $**_____ **Summer $**_____ **J-Term $**_____

☐ **Graduate PLUS Loan** ☐ Fall ☐ Spring ☐ Summer ☐ J-Term

Increase current loan amount by **Fall $**_____ **Spring $**_____ **Summer $**_____ **J-Term $**_____

Federal Work Study

If you wish to increase your Federal Work Study, please contact Student Financial Services directly.

Private Loan
PLEASE NOTE: To increase your private loan amount you must apply for a new loan with your lender. Student Financial Services cannot initiate an increase to a private loan.

****Please remember to sign and date the bottom of Page 2 before submitting the form. Submit completed forms to Student Financial Services at the address, email, or fax number shown above.**

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Student's Full Name:_____
(LEGAL NAME - PRINT) *first* *middle* *last*

Student's University ID: ☐☐☐☐-☐☐☐☐☐ **or SIS ID:** ☐☐☐☐☐☐☐

SECTION 2: DECREASE REQUEST

☐ **Direct UNSUBSIDIZED Loan** ☐ Fall ☐ Spring ☐ Summer ☐ J-Term

Decrease current loan amount by **Fall $**_____ **Spring $**_____ **Summer $**_____ **J-Term $**_____

☐ **Graduate PLUS Loan** ☐ Fall ☐ Spring ☐ Summer ☐ J-Term

Decrease current loan amount by **Fall $**_____ **Spring $**_____ **Summer $**_____ **J-Term $**_____

☐ **Federal Work Study** ☐ Fall ☐ Spring

Decrease work study amount by **Fall $**_____ **Spring $**_____

☐ **Private Loan**

PLEASE BE CERTAIN THAT YOU WISH TO PERMANENTLY DECREASE YOUR PRIVATE LOAN PRIOR TO SUBMITTING THIS FORM. If at a later time you determine you need to increase your loan, you must re-apply with your lender for a completely new loan. Note that even if you reduce the amount of your private loan, your lender may still charge you a loan origination fee based on the original amount of the loan.

☐ Fall ☐ Spring ☐ Summer ☐ J-Term

Decrease current loan amount by **Fall $**_____ **Spring $**_____ **Summer $**_____ **J-Term $**_____

I understand that Federal Loans and Work-Study awards may only be increased up to the eligible amount for each academic year. Therefore, if I request a loan or work study amount greater than my eligible amount, I will be awarded only my maximum eligible amount. I further understand that previously reduced or canceled awards will be reinstated only if program funding allows, and eligibility exists. Finally, I understand that I am responsible for all educational expenses not covered by my financial aid.

*STUDENT'S SIGNATURE*_____ *Date*_____