



A. Student Information (please print)

 Last Name First Name M.I. ATC ID Number

 (_____) _____
 Phone Number Email Address

B. Loan Cancellation Request

- _____ **1. Cancel/Decline all loans awarded.**
 Please cancel all loans awarded for the academic year including Fall 2022, Spring 2023 and Summer 2023.
- _____ **2. Cancel/Decline all loans for the terms indicated below (check all terms that apply)**

SUBSIDIZED LOAN	<input type="checkbox"/> FALL 2022	<input type="checkbox"/> SPRING 2023	<input type="checkbox"/> SUMMER 2023
UNSUBSIDIZED LOAN	<input type="checkbox"/> FALL 2022	<input type="checkbox"/> SPRING 2023	<input type="checkbox"/> SUMMER 2023

C. Loan Increase/Decrease Request and Acceptance

Check which option applies to your request

- _____ **1. Increase to the maximum amount I am eligible, including my Grade Level Change.**
 Please review my loan eligibility and increase my loan awards to the maximum amount of eligibility.
- _____ **2. Increase due to Graduating**
 I am graduating _____ semester.
TERM / YEAR OF GRADUATION
- _____ **3. I previously declined a portion (or all) of my loan award(s).**
 Increase my loans to the maximum amount I am eligible for in: Subsidized Loans Unsubsidized Loans
- _____ **4. Increase Unsubsidized loan to the maximum amount due to SULA.**

D. Acknowledgement and Signature

Signing below certifies that all of the information reported is complete and correct. I understand that my loan eligibility will be reviewed and adjusted according to my eligibility at the time of review. I also understand that I must maintain six (6) hours of enrolled coursework for my initial eligibility for my loan disbursement(s).

_____ Student Signature

_____ Date

OFFICE USE ONLY

_____ STAFF INITIALS

_____ DATE

Revised 8/4/22

Submit this form to:
 Atlanta Technical College
 Office of Financial Aid

Mail to: 1560 Metropolitan Parkway, SW
 Atlanta, GA 30310
 Email to: Loans@atlantatech.edu
 Fax to: 404.225.4721