

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 2021, Spring 2022 and Summer 2022.
- _____ **2. Cancel/Decline all loans for the terms indicated below** (check all terms that apply)

SUBSIDIZED LOAN	<input type="checkbox"/> FALL 2021	<input type="checkbox"/> SPRING 2022	<input type="checkbox"/> SUMMER 2022
UNSUBSIDIZED LOAN	<input type="checkbox"/> FALL 2021	<input type="checkbox"/> SPRING 2022	<input type="checkbox"/> SUMMER 2022

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

D. Acknowledgement and Signature

Signing below certifies that all 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
<i>Revised 8/10/21</i>	

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