

# 2023-2024 Loan Action Request Form

## Section I: Student Information

Student Name \_\_\_\_\_ UNF ID#N \_\_\_\_\_

## Section II: Loan Request

Please complete the information below.

Requested Loan Period (Check all that apply)

Fall  
Spring  
Summer

- ☐ New Loan Request. Total Loan Amount \$ \_\_\_\_\_
- ☐ Increase my loan from \$ \_\_\_\_\_ for a total of \$ \_\_\_\_\_ accepted for the term/year
- ☐ Increase my loan to the maximum amount allowed

For current loan interest rates, please visit <https://studentaid.gov/understand-aid/types/loans/interest-rates>.

If you cannot be awarded the full subsidized loan amount you are requesting or if you **do not qualify** for a **subsidized loan**, do you want us to **process this amount** as an **unsubsidized loan**? ☐ Yes ☐ No

## Section III: Loan Reduction Request

Please complete the information below.

Requested Loan Period (Check all that apply)

Fall  
Spring  
Summer

- ☐ Decrease my loan from \$ \_\_\_\_\_ for a total of \$ \_\_\_\_\_
- ☐ Cancel my Subsidized Federal Direct Loan  
Cancel my Unsubsidized Federal Direct Loan

Unsubsidized loans will be reduced/canceled first.

Do you want to cancel a previously disbursed loan? ☐ Yes ☐ No

Please Note: UNF will return Federal Direct student loan funds to the Department of Education. You will be required to repay any resulting balance to UNF Student Financial Services. Check your [myWings](#) account for balance owed after this request has been processed.

## Section IV: Parent PLUS Denial Additional Unsubsidized Request

This section is for students whose parent's application for the Federal Direct Parent PLUS Loan has been denied. By completing this section, you are requesting to borrow additional Federal Direct Unsubsidized Loan funds for the 2023-2024 award year.

Please complete the information below.

Requested Loan Period (Check all that apply)

Fall  
Spring  
Summer

Total Amount Requested  
\$ \_\_\_\_\_

Dependent Students

Additional Unsubsidized Eligibility due to PLUS Denial up to:

Freshman or Sophomore

\$4,000

Junior or Senior

\$5,000

## Section V: Required Signature

By signing below, I understand that any outside resources, such as third party billings, tuition waivers or scholarships can impact the amount of student loans I am eligible to receive. I also understand that **to receive a federal loan, I must enroll at least half time (6 or more credit hours) in my program of study during every term of my loan period. Receipt of an outside resource after a loan increase is processed may cause an over-award, resulting in a balance owed to the University.**

Student Signature

(We are unable to accept typed signatures)

Date Signed

Submit completed documents via  
myWings (StudentPortal):

Student Resources tile > Student-  
Service > Upload Student Documents