

# 2023-2024 PLUS Loan Action Request Form

## Section I: Student Information

Student Name \_\_\_\_\_

UNF ID# N \_\_\_\_\_

Parent Name \_\_\_\_\_

Parent Phone \_\_\_\_\_

## Section II: Loan Request

Check the appropriate box below.

<b>Parent PLUS Loan</b> – for parents of dependent undergraduate students.	<b>Grad PLUS Loan</b> – for graduate and professional degree-seeking students.
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A Parent PLUS/Grad PLUS loan must already be part of the student's financial aid award to request any of the actions listed below.

Please complete the information below.

<b>Requested Loan Period</b> (Check all that apply)  Fall Spring Summer	<input type="checkbox"/> Loan Request. Total Loan Amount \$ _____  <input type="checkbox"/> Increase my loan from \$ _____ for a total of \$ _____ accepted for the term/year
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For current loan interest rates, please visit <https://studentaid.gov/understand-aid/types/loans/interest-rates>.

## Section III: Loan Reduction Request

Please complete the information below.

<b>Requested Loan Period</b> (Check all that apply)  Fall Spring Summer	<input type="checkbox"/> Decrease my PLUS loan from \$ _____ for a total of \$ _____ accepted for the term/year  <input type="checkbox"/> Cancel my Federal Direct Loan
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Do you want to cancel a previously disbursed loan? Yes No

Please Note: UNF will return loan funds to the Department of Education. You will be required to repay any resulting balance to UNF Student Financial Services. Once processed, check your [myWings](#) to clear any balance owed after this request has been processed.

## Section IV: Required Signatures

By signing below, I understand that this is not a Parent PLUS/Grad PLUS loan application. I authorize UNF to apply Federal Direct Parent PLUS/Grad PLUS loan proceeds to tuition and any other applicable fees, if any for the student named above. 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 federal student loan funding, 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

\_\_\_\_\_  
Parent Signature  
(We are unable to accept typed signatures)

\_\_\_\_\_  
Date Signed

Submit completed documents via  
[myWings\(StudentPortal\)](#):

Student Resources tile > Student Self-Service > Upload Student Documents