

2025-2026 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 (August – December) Spring (January – April) Summer (May – July)	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 and loan limits, please visit https://studentaid.gov/understand-aid/types/loans	
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 (August – December) Spring (January – April) Summer (May – July)	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.	
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 2025-2026 award year.

Please complete the information below.	
Requested Loan Period (Check all that apply) Fall (August – December) Spring (January – April) Summer (May – July)	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: Original or DocuSign Signature Required

By signing below, I understand that any outside resources, such as third party payments, 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 in a minimum of six degree-applicable credit hours 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

Date Signed

Submit completed documents via
myWings (Student Portal):

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