

Student Loan Change Request Form 2025-2026

Student Name: _____

Student ID: **N00** _____

Please indicate any changes you wish to make with regard to your Federal Direct Loan – subsidized and unsubsidized. Federal loans must be distributed equally over your term of enrollment.

If you have received your loan/refund check and you wish to cancel or reduce your loan, the check must be returned to the Financial Aid Office before the loan cancellation/reduction request is processed.

_____ 1. **Cancel** approved loan amount(s) for the following semester(s):

Federal Direct Subsidized Loan _____ Fall _____ Spring _____ Summer

Federal Direct Unsubsidized Loan _____ Fall _____ Spring _____ Summer

_____ 2. **Reduce** my loan amount(s) for: _____ Fall _____ Spring _____ Summer

Federal Direct Subsidized Loan From \$ _____ to \$ _____

Federal Direct Unsubsidized Loan From \$ _____ to \$ _____

Your signature on this Loan Change Request Form authorizes permission for this change. Your revised award indicating the change in your loan award amount and/or term award will be available on *myMPTC*. If a change cannot be done, the Financial Aid Office will notify you.

Signature (Digital or typed not accepted)

Date

Office Use Only:

Students' checks (if enclosed/sent with form) should be sent to SFS.

_____ Check Received _____ Staff initials _____ Date