



A Unit of the Technical College System of Georgia

Office of Student Financial Aid

Murphy Fax: 770-537-7995

Carroll Fax: 770-838-3244

Newnan Fax: 770-755-7881

Email: [FinancialAid@westgatech.edu](mailto:FinancialAid@westgatech.edu)

**2018-2019 LOAN CHANGE REQUEST**

This form is to change an **existing Stafford loan only**. You may request up to two changes per academic year. Changes may take up to 4 weeks to process.

<b>Last Name:</b>	<b>First Name:</b>	<b>Middle Name:</b>
_____	_____	_____
<b>SSN:</b>	<b>ID:</b>	<b>DOB:</b>
_____	_____	_____

**Check the box that best applies to you and fill in any necessary blanks:**

Please cancel my loans for  FALL  SPRING  SUMMER.  
 I will not attend the terms checked. Please note you will NOT receive additional funds for the semester(s) you will not be in attendance. If your loan has disbursed and you have received a refund, you must return the refund amount to our office when requesting a cancellation.

I would like all **PENDING DISBURSEMENTS** cancelled. I am attending another college.  
 I would like my loan for one term only.  
**(Must be divided into 2 separate payments.)**

Please increase my loan by adding \$ \_\_\_\_\_ to my existing loan for:

- \_\_\_\_\_ Fall semester
- \_\_\_\_\_ Spring semester
- \_\_\_\_\_ Summer semester

Your increase will only be evaluated based on the semester(s) you checkmark.

**Other/Notes:**

**Please allow 2-4 weeks for processing.** Awarded loan amounts are subject to change based on approval and continued eligibility. Loans may be prorated based on the student's expected graduation date.  
 I understand that I must be registered for at least 6 credit hours per semester and must attend classes to remain eligible for my student loan funds.

**If you are receiving private loans from Sallie Mae or Wells Fargo, please contact the loan company for any changes.**

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_