

**2016-2017 REDUCTION FORM
FEDERAL DIRECT LOANS AND FEDERAL WORK STUDY**

The Office of Financial Aid highly recommends that you only borrow what is truly needed to fund your education. You have been offered the maximum annual federal loan amount for fall and spring. If you choose to borrow the full amount you will not have any federal loan funds available for summer semester.

Name: _____ Date: _____

Daytime Phone: _____ Student ID# _____

Last 4 Digits SS# _____

ACADEMIC LEVEL:

Undergraduate Graduate Doctoral 2nd Bachelor's Alternative Certification

LOAN REDUCTION REQUEST

Indicate **total amount** requested per term. If you do not want a loan for a particular term be sure indicate this by putting a zero.

	FALL 2016	SPRING 2017
Federal Direct Subsidized Loan (Undergraduates Only)	\$ _____	\$ _____
Federal Direct Unsubsidized Loan	\$ _____	\$ _____

STUDENT SIGNATURE _____ **DATE** _____

FA Office Use Only:

Recorded in CRI (upon receipt of form) Date: _____ Initials _____

Awarding Comments (after reduction is complete:) Date: _____ Initials _____

Reduction e-mail Award Notification sent to student: Date: _____ Initials _____