

# Request to Cancel and Return Loan Funds Form

Students and parents have the right to cancel loans made available through the Federal Direct Loan Program any time prior to disbursement or if the loan has already been disbursed within 14 days after notification. To cancel an already disbursed loan, please complete this form and return it to the address listed below.

If you wish to cancel a financial aid overage check issued by the Office of Student Accounts, attach the original check to this form. Please complete this form and return along with your check to:

University of La Verne  
Student Accounts Office  
1950 3<sup>rd</sup> Street  
La Verne, CA 91750

In order to provide the greatest benefit to you, the borrower, loans will be canceled in the following order, unless you direct us otherwise.

Federal Direct PLUS/Graduate Loan  
Federal Direct Unsubsidized Loan  
Federal Direct Subsidized Loan  
Perkins Loan

Please check the appropriate boxes and provide the information requested below:

\_\_\_\_\_ I would like to specify the loan to which this cancellation applies.  
Please enter the loan that you would like to have cancelled: \_\_\_\_\_

\_\_\_\_\_ I would like to cancel the **ENTIRE** disbursement amount for \_\_\_\_\_ Term/Semester.

\_\_\_\_\_ I would like to cancel a **PORTION** of the disbursement amount for \_\_\_\_\_ Term/ Semester.  
Please enter the amount to be cancelled \$\_\_\_\_\_

Please note: Canceling your loan disbursement could cause a balance to be due which you will be responsible for paying. This is especially true if you have received a bookstore voucher or a refund due to excess funds (credit balance) on your account.

\_\_\_\_\_  
Student's Name (Last Name, First Name)

\_\_\_\_\_  
Student's ID Number

\_\_\_\_\_  
Student's Email Address

\_\_\_\_\_  
Student's Phone Number

\_\_\_\_\_  
Address

\_\_\_\_\_  
City, State, Zip Code

By signing this form, I am requesting that the Office of Student Account at the University of La Verne cancel some or all of my loan funds.

\_\_\_\_\_  
Student's Signature/ Parent Signature

\_\_\_\_\_  
Date