



FEDERAL DIRECT LOAN REDUCTION REQUEST (2011-2012)

THE CATHOLIC UNIVERSITY OF AMERICA
Office of Financial Aid

Please submit this form to the Office of Financial Aid if you are requesting a reduction to or cancellation of an existing federal loan. You have the right to cancel all or a portion of any federal loan before disbursement and up to 120 days after the date on your Notice of Disbursement. Please submit this form within 110 days after the date on your Notice of Disbursement to allow for processing time.

Returning/Repaying Federal Loan Funds after 120 Days

After 120 days from the loan disbursement date, you may still return funds by sending a check to: U.S. Department of Education, Attention: Payment Center, P.O. Box 530260, Atlanta, GA 30353-0260. **After 120 days any returned funds are treated as a prepayment of your loan and you would be responsible for any loan fees and accrued interest on the amount returned.** To ensure that the payment is properly credited, you need to include a cover letter stating which loan or loans the funds should be applied to, and in what amounts (if repayment is being split between loans).

Student Name _____ CUA ID # _____
(Please print)

CUA Email _____ Phone Number _____

STUDENT LOANS: Fill in the **final** desired dollar amounts (**not the reduction**) for each term and total.

Loan Type	Fall (Final Amount)	Spring (Final Amount)	Summer (Final Amount)	Total (Final Amount)
Federal Direct Subsidized				
Federal Direct Unsubsidized				
Federal Direct Graduate PLUS				

I am requesting the Office of Financial Aid to make a change to my loan(s) as indicated above.

Student's Signature Date

USE ONE OF THE FOLLOWING METHODS TO RETURN THIS FORM:

Mail or In-Person	Fax	Email
Law School – Room 314 Cardinal Station Washington DC 20064	202-319-4462	Fin-aid@law.edu

OFFICE OF FINANCIAL AID USE ONLY

Date Received	Within 14 Days of Disbursement	Refund Received	Notice Sent	Initials
	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No _____ Date	