

Student Loan Cancellation Request

Students and parents have the right to cancel loans made available through the Federal Direct Loan, Federal Direct Plus Loan, or a private loan any time prior to disbursement or if the loan has already been disbursed within 14 days after the notification. Upload your completed form online at www.alextech.edu/financialaidupload.

Name _____ ID _____

Street Address _____

City _____ State _____ Zip Code _____

Email Address _____

I am requesting that the Financial Aid Office at Alexandria Technical and Community College cancel some or all of my loan funds. If I am canceling the entire first disbursement of a loan, I understand any future disbursements of this loan will be canceled. If you wish to have a loan reinstated, you will have to complete the Student Loan Authorization Request form online at www.alextech.edu/FinancialAid. Please check the appropriate boxes and provide the information requested below:

I wish to specify the loan to which this cancellation applies. Please cancel: (check one)

☐ Federal Direct Subsidized ☐ Federal Direct Unsubsidized ☐ PLUS ☐ Private Loan

Please cancel the ENTIRE disbursement amount for (check all that are applicable):

☐ Fall Term ☐ Spring Term ☐ Summer Term

Please cancel a PORTION of the disbursement amount for (check all that are applicable):

☐ Fall Term ☐ Spring Term ☐ Summer Term

Enter Amount to be cancelled \$ _____

I certify that I have read this form and I understand the information.

Signature _____ Date _____

This document is available in alternative formats to individuals with disabilities by contacting ATCC Support Services by emailing supportservices@alextech.edu or by calling 320.762.4673. Alexandria Technical & Community College is an equal opportunity employer and educator and member of the Minnesota State Colleges and Universities system.