ATLANTA TECHNICAL COLLEGE

2025-2026 Loan Change Request

A. Student Information *(please print)*

_____ _____ _____ _____

Last Name First Name M.I. ATC ID Number

(_____)_____ _____

Phone Number Email Address

B. Loan Cancellation Request

_____ **1. Cancel/Decline all loans awarded.**
Please cancel all loans awarded for the academic year including Fall 2025, Spring 2026 and Summer 2026.

_____ **2. Cancel/Decline all loans for the terms indicated below** (check all terms that apply)

SUBSIDIZED LOAN	○ Fall 2025	○ Spring 2026	○ Summer 2026
UNSUBSIDIZED LOAN	○ Fall 2025	○ Spring 2026	○ Summer 2026

C. Loan Increase/Decrease Request and Acceptance

Check which option applies to your request

_____ **1. Increase to the maximum amount I am eligible, including my Grade Level Change.**
Please review my loan eligibility and increase my loan awards to the maximum amount of eligibility.

_____ **2. Increase due to Graduating**
I am graduating _____ semester.
TERM / YEAR OF GRADUATION

_____ **3. I previously declined a portion (or all) of my loan award(s).**
Increase my loans to the maximum amount I am eligible for in: ❑ Subsidized Loans ❑ Unsubsidized Loans

_____ **4. I accept my current student loans offered, but only the amount(s) indicated below.**
If I have not reached my loan limit by term and/or year

	FALL 2025	SPRING 2026	SUMMER 2026
SUBSIDIZED LOAN	☐ INCREASE BY: ☐ DECREASE BY: $_____	☐ INCREASE BY: ☐ DECREASE BY: $_____	☐ INCREASE BY: ☐ DECREASE BY: $_____
UNSUBSIDIZED LOAN	☐ INCREASE BY: ☐ DECREASE BY: $_____	☐ INCREASE BY: ☐ DECREASE BY: $_____	☐ INCREASE BY: ☐ DECREASE BY: $_____

D. Acknowledgement and Signature

Signing below certifies that all of the information reported is complete and correct. I understand that my loan eligibility will be reviewed and adjusted according to my eligibility at the time of review. I also understand that I must maintain **six (6) hours** of enrolled coursework for my initial eligibility for my loan disbursement(s).

_____ _____

Student Signature Date

Submit this form to:

Atlanta Technical College
Office of Financial Aid

Email to: LOANS@atlantatech.edu

OFFICE USE ONLY

_____ _____

STAFF INITIALS DATE

Revised 8/6/25