

**2021 – 2022 FILE UPDATE REQUEST FORM**

Student's Name: \_\_\_\_\_

W#: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Email: \_\_\_\_\_

I hereby request that the Office of Financial Aid revise my award package for the following semester(s): *Please check one*

- Fall 2021/Spring 2022     Fall 2021     Spring 2021     Summer 2021

**Please change my award package as follows:**

- I wish to add a student loan
  - Subsidized (Amount: \$\_\_\_\_\_)
  - Unsubsidized (Amount: \$\_\_\_\_\_)
- I wish to decline my student loan(s). Please indicate which loan you would like to decline.
  - Unsubsidized     Subsidized     Parent Plus
- I wish to decline all of my financial aid.
- I wish to modify my award package by (circle one) increasing/decreasing my Subsidized/Unsubsidized/Parent Plus/Grad Plus(s) to \$\_\_\_\_\_
- My parent was approved for the Parent Plus loan on studentaid.gov. Please add this loan on my account. Amount requested: \$\_\_\_\_\_
- My parent applied for the Parent Plus loan and was denied. I would like to apply for an additional unsubsidized loan.

**Please list any additional information or requests below:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Student's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

*OFFICE OF FINANCIAL AID USE ONLY*

Comments: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Request Approved     Declined/Reason: \_\_\_\_\_

Financial Aid Counselor: \_\_\_\_\_ Date: \_\_\_\_\_

Please submit completed form to [fadocs@southeastern.edu](mailto:fadocs@southeastern.edu).