



## 2011-2012 GRADUATE PLUS ADJUSTMENT FORM

**NOTE: This form can only be submitted and authorized by the student who is credit approved for the Direct PLUS loan. Changes to Graduate PLUS loans cannot be processed for retroactive terms or 30 days after disbursement.**

Graduate Student Name: \_\_\_\_\_ (PRINT) NYU-Poly ID: \_\_\_\_\_

Please complete all applicable sections below, **SIGN**, date and return to the NYU-POLY Financial Aid Office: **Please indicate the term you wish to make changes (must complete this section):**

- Fall Only                       Fall / Spring                       Spring Only                       Summer Only

### AMOUNT REQUESTED TO BE RETURNED TO LENDER

- Please return \$ \_\_\_\_\_ Graduate PLUS Federal Direct Loan funds to my lender.

**IMPORTANT NOTE: You may return all or a portion of your federal direct student loan disbursement within 30 days of the disbursement. Any request received after 30 days of the disbursement will not be processed and you will need to contact your lender to return funds.**

### CANCELLATION REQUEST

- I wish to cancel 100% of the Graduate PLUS Federal Direct Loan.

### REINSTATEMENT REQUEST

- I wish to reinstate all of my Graduate PLUS Federal Direct Loan

Please indicate the amount you wish to borrow: \$ \_\_\_\_\_

**Be advised that PLUS credit decisions expire after 90 days. If you are requesting NYU-Poly to reinstate a PLUS loan and your credit decision has expired, you authorize NYU-Poly to process an additional credit check. \_\_\_\_\_ (Initial Here)**

### LOAN ADJUSTMENT REQUEST

- I wish to **INCREASE** or  **REDUCE** my Graduate PLUS Federal Direct Loan amount by \$ \_\_\_\_\_.

I understand that this request and change in aid to my student account may result in a balance owed to the Polytechnic Institute of New York University. I have reviewed the semester invoice and authorize this change with my signature below.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_.

Please scan completed document to [finaidb@poly.edu](mailto:finaidb@poly.edu) or fax to the Office of Student Financial Services at 718-260-3052. Mail to NYU-Poly, Jacobs Hall Room 256, Six MetroTech Center, Brooklyn New York 11201.