



Decrease Award Request Form

I, _____, **student number**, _____, acknowledge that the process of decreasing or declining loans for an academic year(s) has been explained to me and I fully understand and wish to move forward. If at any time I choose to revoke the election made below I may do so by submitting an email to fastudentsupport@kaplan.edu (non-military students) or Militaryfinance@kaplan.edu (military students). I understand that if a balance is created by decreasing or declining loans, I will be fully responsible to cover this balance and will have a student payment scheduled on my account. If I do not make my scheduled student payment, I may be prevented from attending class. I am aware and understand that these Title IV funds will not be available once the academic year ends.

There are two sections below. Choose only the section that applies to your request by marking the statement with an X.

Section I

1. I do not require that any loans be added to my account for the current academic year. I am fully aware that I am responsible for any outstanding balances.

Section II

1. I request that loans should be awarded in the amount of \$_____ for the current academic year.

If there is a credit on your account after tuition and fees are paid, those funds will be sent to you either at the end of the term or at the end of the academic year, depending on the selection you made on your Credit Balance Statement. However, you always have the option of sending funds to your lender to decrease your educational loan debt. A borrower may prepay all or part of a federal student loan at any time without penalty.

Signature

Date