



2024-2025 Reduce or Cancel Undisbursed Aid

Financial Aid Department
Phone: 360.650.3470
Email: financialaid@wwu.edu
Website: financialaid.wwu.edu
Address: 516 High Street, Old Main 265, Bellingham, WA 98225

Student Name

W
Student I.D. Number

Submit this form to reduce or cancel **undisbursed** financial aid only.

Do not use this form if:

- **The funds have disbursed to your student account.** Contact the Student Business Office to arrange repayment of your loans.
- **Your enrollment level has changed, or you are not attending this quarter.** Submit the **Enrollment Revision** request located on our website under [Online Forms](#).

Reduce or Cancel Undisbursed Aid

You can reduce or cancel the following aid types with this form:

- Subsidized Loan
- Unsubsidized Loan
- Work Study
- Grad PLUS Loan

Note: Parent borrowers must submit the **PLUS Loan Revision Request** to request changes to the **Parent PLUS** loan. The form is available on our website under [Online Forms](#).

Describe your request

Example 1: Reduce my subsidized loan to \$500 for fall, winter and spring for a total of \$1500.

Example 2: Cancel my Work Study award and increase my loan eligibility to the maximum amount for all 3 quarters.

Example 3: Cancel my unsubsidized loan for winter quarter.

Certification

I understand that submitting this form electronically as an email attachment **using my WWU email account** constitutes my signature and my certification that the information provided herein is complete and correct.

Student Signature (Not required if submitted from your **WWU email account**)

Date

OFFICE USE ONLY	Operations:	[R_CNCL _____]
		[R_PLUS _____]