



## 2025-2026 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** form 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** form 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

<b>OFFICE USE ONLY</b>	Operations:	[R_CNCL _____]
		[R_PLUS _____]