If requesting a decrease, we will process the reduction and notify your lender of the change. **Note:** If you notify both the FAO and your lender of a reduction, we will each process the reduction, resulting in possible late fees assessed by the Office of the Bursar if the loan is now less than your outstanding balance. If requesting a reduction more than 14 days after the loan has disbursed, please contact our office first: lufinaid@luc.edu or 773-508-7704

All amounts should be gross amounts before origination fees are removed. For more information about the PLUS loan and origination fees, please visit http://www.direct.ed.gov/

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**Decrease PLUS Loan (choose 1)**

- [ ] Cancel entire loan
- [ ] Reduce entire loan to $__________
- [ ] Reduce loan amount to:  
  - [ ] Fall $________  
  - [ ] Spring $________  
  - [ ] Summer $________

If requesting an increase, you may be able to request a new loan through studentloans.gov. However, if you originally requested the maximum amount and are now eligible for a larger amount due to a budget adjustment, please complete this form.

All amounts should be gross amounts before origination fees are removed. For more information about the PLUS loan and origination fees, please visit https://studentaid.ed.gov/sa/types/loans/plus

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**Increase PLUS Loan (choose 1)**

- [ ] Increase entire loan to $__________
- [ ] Increase loan amount to:  
  - [ ] Fall $________  
  - [ ] Spring $________  
  - [ ] Summer $________

I understand that rejected loan awards cannot be replaced with grant assistance. I understand that I am responsible for all educational expenses not covered by other financial aid programs. I understand that previously reduced or canceled awards will be reinstated only if requested before the end of the term.

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Parent (Borrower) Signature*  
Date

*Typed and digital signatures are not acceptable

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