

# Private Loan Adjustment Form (FAFSA Filers) (Instructions)

Students who want to adjust their private loan can request the adjustment by completing the Private Loan Adjustment form (FAFSA Filers). This form can only be used by students who have also filed a FAFSA.

**Non-FAFSA filers**, click [here](#).

Review the best option that should be selected on the form:

- Cancel: Use this option to cancel the full loan amount
- Reinstate: Use this option to reinstate a previously canceled or declined loan
- Adjust: Use this option to increase or decrease loan amounts

## Aid Year

Selecting the correct aid year is very important. For example, if the loan adjustment request is for Fall 2024, Spring 2025, or Summer 2025, choose the 2024-2025 aid year.

## How to Request a Private Loan Adjustment

Private loan adjustment requests can be submitted by following the steps below:



- Student will log into the [document portal](#) and click on Manage Requests.



- Click on + for the relevant Aid Year for the Private Loan Adjustment Form.

## Manage Requests

You can request to open an appeal or upload a specific document or close the request if you no longer wish to proceed. If you are unsure which award year to choose for a request, please confirm with your school.

Request Type	2024-2025	2023-2024
Private Loan Adjustment Form (FAFSA Filers)		

- Explain your reason for the request.

Add Request

### Private Loan Adjustment Form (FAFSA Filers) -- 2024-2025

Please explain your reason for this request.

Enter your comments...

Characters left: 255/255

Submit Go Back

- Click on Private Loan Adjustment Form under Needs Action.

1 Task Left

### 2024-2025 Private Loan Adjustment ...

- Needs Action 1
- Submitted 0

- Click on Fill Out and submit the form.

Private Loan Adjustment Form (FAFSA Filers)

Complete the Private Loan Adjustment Form (FAFSA Filers) to request changes to the private loan for a term or academic year. This form can only be used if you filed a FAFSA and have a private loans.

1. **Cancel:** Use this option to cancel the full loan amount
2. **Reinstatement:** Use this option to reinstate a previously declined or canceled loan
3. **Adjust:** Use this option to increase or decrease loan amounts

test

Private Loan Adjustment Form (FAFSA Filers)

Fill Out

Submit