



Mercer University Loan Change Request Form

All student loan change requests must be completed using this form. Please return the completed form to the Office of Student Financial Planning via email to financialplanning@mercer.edu or by mail to: Student Financial Planning, 1501 Mercer University Drive, Macon, GA, 31207.

SECTION 1: STUDENT INFORMATION

LAST NAME	FIRST NAME	MUID
Academic Year		Expected Graduation Date

SECTION 2: LOAN CHANGE REQUEST(S):

Please indicate below the loan net amount you would like added to your student account. Please note that there is a loan fee added to each loan. Review your current financial aid award amounts in MyMercer.

Loan Type	FALL		SPRING		SUMMER	
Loan Type	Current Net Amount	Requested Net Amount	Current Net Amount	Requested Net Amount	Current Net Amount	Requested Net Amount
Subsidized	\$	\$	\$	\$	\$	\$
Unsubsidized	\$	\$	\$	\$	\$	\$
Plus Loan	\$	\$	\$	\$	\$	\$

***IMPORTANT: Loan fees will be added to the net loan amount requested above.**
 *The gross loan award amount will include a federal loan fee of **1.057%** for Sub/Unsub loans and **4.228%** for PLUS Loans. All loans are awarded by the gross amount.
 *Please note that Subsidized loans are need-based, with need being determined by the FAFSA.

If you are not eligible for a subsidized loan, do you want your loan request submitted as an unsubsidized loan? Yes No

Annual Loan Limits:

The chart below indicates the maximum annual loan limits for both Subsidized and Unsubsidized Loans for dependent and independent students based on academic level.

DEPENDENT UNDERGRAD	Subsidized Loan	Unsubsidized Loan	Total Annual Loan
Freshman	\$3,500	\$2,000	\$5,500
Sophomore	\$4,500	\$2,000	\$6,500
Junior or Senior	\$5,500	\$2,000	\$7,500
INDEPENDENT UNDERGRAD			
Freshman	\$3,500	\$6,000	\$9,500
Sophomore	\$4,500	\$6,000	\$10,500
Junior or Senior	\$5,500	\$7,000	\$12,500
GRADUATE & PROFESSIONAL			
All Years	N/A	\$20,500	\$20,500

SECTION 4: CERTIFICATION OF REQUEST(S):

- I understand that changes made to loan(s) may result in a 2-3 business day processing time.
- I understand that if I am requesting an increase in loan funding for a single term, it cannot exceed the cost of attendance for the term in consideration.
- I understand that if I am canceling or reducing loan(s), I am still responsible for all charges owed to Mercer University.
- If I am requesting a reduction in loans after funds have already been disbursed for the term, I am responsible for any refund I have received.
- I understand that if I drop below half time during any semester (less than 6 credits for undergraduate students/less than 4.5 credits for graduate students), I am required to complete Exit Counseling. Failure to complete this requirement may delay future eligibility and/or disbursements.

By signing below, I am agreeing to the Terms and Conditions as referenced above, and hereby authorize the Office of Student Financial Planning at Mercer University to make the requested changes to my Financial Aid Award Notification.

Student Signature

Date

Parent Signature (if for Parent PLUS Loan)

Date

Office of Student Financial Planning
financialplanning@mercer.edu
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