UNLV | FINANCIAL AID & SCHOLARSHIPS

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OFFICE USE ONLY

Check Return Form

Federal regulations provide a limited time that a student may request to reduce or cancel federal student loans to the loan servicer after UNLV has disbursed the funds. A student has up to 14 calendar days after their federal student loan has disbursed to make this decision. Once 14 calendar days have elapsed, UNLV will no longer reduce or cancel any unwanted federal student loan proceeds on behalf of the student to the loan servicer. The student will be required to return the funds to the loan servicer.

The federal student loan servicer will allow a student up to 120 days to return any unwanted federal student loan proceeds as a partial or full cancellation of the previously disbursed loan. Any previously accumulated interest will also be adjusted by the loan servicer.

Students who meet the 14 day disbursement criteria should make personal or cashier's checks payable to: UNLV – Board of Regents.

A. To Be Filled out by Financial Aid Representative Receiving Check

Date: _____

Student Name: _____ **NSHE ID:** _____

Check Number: _____ **Amount of Check: $**_____

Reason For Return: _____

Which loan(s) do you wish to have reduced?: _____

Semester: _____

B. Student Signature Affirming Loan Reduction or Cancellation

Student Signature: _____ **Date:** _____

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Counselor Initials _____ **Route to Processing Coordinator (Do not leave in mailbox)**

Adjusted on _____ **By** _____

Received in Cashiering Office on _____ **By** _____