



Office of Student Financial Aid
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2025 - 2026 LOAN REQUEST AND ADJUSTMENT FORM (LOANR)

INSTRUCTIONS:

You were offered the maximum amount of subsidized and/or unsubsidized loans for which you are eligible on your myMemphis account. If you would like to make adjustments to your existing loan award, please complete this form and submit it to the Student Financial Aid Office. Please allow 5 to 7 business days to process your request. **Requests to cancel loans cannot be processed more than 14 calendar days after the disbursement date.**

A. STUDENT INFORMATION

Student Name: _____ U ID Number: _____

SSN (last four): XXX-XX-_____ Phone Number: _____

B. LOAN REQUEST/ADJUSTMENT

Subsidized Loan

_____ Reinstate my subsidized loan

_____ Increase my total subsidized loan to \$ _____ (write "max" to receive your maximum eligibility) for

(circle one)

Fall 2025

Spring 2026

Fall/Spring (will be split evenly)

_____ Decrease my total subsidized loan to \$ _____ for

(circle one)

Fall 2025

Spring 2026

Fall/Spring (will be split evenly)

_____ Cancel my subsidized loan

_____ Cancel Fall only

_____ Cancel Spring only

Unsubsidized Loan

_____ Reinstate my unsubsidized loan

_____ Increase my total unsubsidized loan to \$ _____ (write "max" to receive your maximum eligibility) for

(circle one)

Fall 2025

Spring 2026

Fall/Spring (will be split evenly)

_____ Decrease my total unsubsidized loan to \$ _____ for

(circle one)

Fall 2025

Spring 2026

Fall/Spring (will be split evenly)

_____ Cancel my unsubsidized loan

_____ Cancel Fall only

_____ Cancel Spring only

Student Signature: _____
(TYPED SIGNATURES CANNOT BE ACCEPTED)

Date: _____

LOAN REQUEST AND ADJUSTMENT FORM (LOANR)

What is a Federal Direct Loan?

*The Federal Direct Loan Program is a cooperative effort between the federal government and educational institutions: 1) The federal government provides the loan funds, 2) Schools determine the loan amount and interest subsidy, confirm eligibility, and determine the loan period.

* Direct Loan provides funds to help you meet your educational expenses. However, unlike gift aid, **loans must be repaid.**

* Federal Direct Loans are offered in two forms: subsidized and unsubsidized.

Subsidized: You will not be charged any interest while you are in school (as long as you remain enrolled in at least half-time status). The federal government “subsidizes” the interest during this period. **Only available to undergraduate students who qualify.**

Unsubsidized: You are responsible for your interest. Your interest accrues within sixty (60) days of disbursement and may either be paid while you are in school or capitalized and added to the principal amount borrowed. As with subsidized loans, principal repayment begins six months after you are no longer enrolled in at least half-time status.

How Much Can I Borrow?

* Your total financial aid, including Federal Direct Loans, can never exceed the University’s cost of attendance. The limits indicated are the federal maximums which you can receive during two terms of enrollment.

* The maximum loan amount for one semester cannot exceed half of the academic year loan limit.

* In addition to annual loan limits, there are aggregate loan limits. Students may never borrow more than the aggregate loan limit for all subsidized and unsubsidized loans at the University of Memphis and other schools.

ACADEMIC YEAR LOAN LIMITS				
	Base Loan Sub/Unsub	Additional Unsub	Extended Loan Unsub only*	Total Loan
Freshman	\$3,500	\$2,000	\$4,000	\$9,500
Sophomore	4,500	2,000	4,000	10,500
Junior	5,500	2,000	5,000	12,500
Senior	5,500	2,000	5,000	12,500
Graduate	Unsub only		20,500	20,500
* available to independent students				

AGGREGATE LOAN LIMITS			
	Base		Base plus Extended
Undergraduate	\$	31,000	\$ 57,500
Graduate	\$	138,500*	N/A
*Graduate aggregate limit includes undergraduate loans.			

Do I Need a Loan?

* If you do not need to borrow the maximum amount, you can choose to borrow less. In deciding the appropriate amount, you should follow these steps:

1. What are your costs for an academic year? Add your costs together for tuition/fees, room and board, books and supplies, transportation and personal expenses.
2. Subtract your resources from these costs. Consider all aid and private scholarships you have received as well as money from savings and your family.
3. Decide if you **need** to borrow. Before you borrow funds, are there other resources available to you? Review your expenses to see if you can reduce your costs.
4. Consult the repayment chart to the right. What will be the monthly payment if you borrow this amount? Remember to consider what you may borrow in future years.
5. Select the amount that you can manage to repay. What you borrow today must be repaid, with interest, in the future. **Remember to be as conservative as possible when borrowing funds.**

Total Borrowed	Monthly Payment
\$ 5,000	\$54.00
10,000	109.00
30,000	326.00
50,000	543.00
100,000	1,085.00