2019-2020 Spring Enrollment Change Form

You do not need to submit this form unless you have accepted loans. In order to receive your loan disbursement, your actual enrollment must match your expected enrollment of 12 credit hours or more (undergraduate students) and 4-8 credit hours or more (graduate students) per semester. If your actual enrollment differs from these figures, submit this form. We will review your actual enrollment again after Census date. This form can be submitted by mail, in-person at the One Stop Enrollment Center, or via the Document Uploader.

Undergraduate Enrollment Requirements

<table>
<thead>
<tr>
<th></th>
<th>Full Time</th>
<th>3/4 Time</th>
<th>1/2 Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>12+ hours</td>
<td>9-11 hours</td>
<td>6-8 hours</td>
<td></td>
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</tbody>
</table>

Graduate Enrollment Requirements

<table>
<thead>
<tr>
<th></th>
<th>Full Time</th>
<th>3/4 Time</th>
<th>1/2 Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>9+ hours</td>
<td>6-8 hours</td>
<td>4-5 hours</td>
<td></td>
</tr>
</tbody>
</table>

STEP 1: Indicate your level and enrollment status (please indicate for each term)

For the Spring semester, I will be (check one):  
- Undergraduate  
- Graduate (master's or doctoral)

For the Spring semester, I will enroll (check one):  
- Full Time  
- 3/4 Time  
- 1/2 Time

A change in enrollment that increases your expected enrollment could result in an increased cost of attendance. If the annual loan limit has not been reached, you may receive additional Stafford loan funding. If an increase in eligibility for Stafford loans occurs, you will be offered the additional eligibility on ASAP and you will be sent a revised award letter. If your cost of attendance decreases due to a decrease in enrollment, your currently awarded/disbursed loan funds may be adjusted and pulled back which could result in a balance owed to UTSA. As a reminder, grants automatically prorate based on the number of hours in which you are enrolled.

STEP 2: Certification Statement

Your signature on this document confirms your acknowledgement of the following:

- The information submitted for review is true and correct to the best of my knowledge.
- Changes resulting from this review do not guarantee an increase in aid.
- Additional adjustments could potentially be made to your cost of attendance at Census Date

Student Signature: ___________________________ Date: ________________