myUTSA ID: _____ Student's First Name: _____ Last: _____

UTSA Financial Aid & Scholarships

2021-2022 Return Loan Funds Form

Students or parents may request to return Federal Direct loan funds (Stafford, Plus) up to 120 days after the disbursement date. State loan funds (CAL, BOT) may be returned by the school up to 14 days after the disbursement date. If you have exceeded the return period, you will need to contact your lender.

STEP 1: SELECT THE TYPE OF CHECK (MUST BE ATTACHED TO THIS FORM)

NOTE: *UTSA Refund Checks must be signed (endorsed) on the back of the check. Checks made out to UTSA do not need to be signed.*

☐ UTSA Refund Check ☐ Personal Check ☐ Cashier's Check/Money Order

STEP 2: INDICATE THE SEMESTER AND AMOUNT TO BE RETURNED

Type of Loan	*Semester*	*Amount Returned*
Direct Subsidized Stafford Loan	☐ *Fall* ☐ *Spring* ☐ *Summer*	$
Direct Unsubsidized Stafford Loan	☐ *Fall* ☐ *Spring* ☐ *Summer*	$
Direct Parent Plus Loan	☐ *Fall* ☐ *Spring* ☐ *Summer*	$
Direct Graduate Plus Loan	☐ *Fall* ☐ *Spring* ☐ *Summer*	$
B-On-Time Loan	☐ *Fall* ☐ *Spring* ☐ *Summer*	$
College Access Loan	☐ *Fall* ☐ *Spring* ☐ *Summer*	$
Alternative Loan	☐ *Fall* ☐ *Spring* ☐ *Summer*	$
Other:	☐ *Fall* ☐ *Spring* ☐ *Summer*	$

STEP 3: CERTIFICATION AND SIGNATURES

Certification Statement: *Your signature on this document confirms your acknowledgment of the following:*

- I understand that if my loan has disbursed and I request a cancellation/reduction, I will owe funds back to UTSA.
- I understand I am responsible for loan fees and/or interest that has accrued after disbursement.
- I understand this form will not be processed if submitted after the allowable timeframe for a cancellation/reduction.
- During peak seasons, processing time may be delayed.

Student Signature: _____ Date: _____

With a few exceptions, you are entitled on your request to be informed about the information U.T. San Antonio collects about you. Under Sections 552.021 and 552.023 of the Texas Government Code, you are entitled to receive and review this information. Under Section 559.004 of the Texas Government Code, you are entitled to have U.T. San Antonio correct information about you that is held by us and that is incorrect, in accordance with the procedures set forth in the University of Texas System Business Procedures Memorandum 32. The information that U.T. San Antonio collects will be retained and maintained as required by Texas records retention laws (Section 441.180 et seq. of the Texas Government code) and rules. Different types of information are kept for different periods of time.

UTSA OFFICE USE ONLY:

RRAAREQ Code: LNRET • WebX Code: FA_LNRET

Date: _____ Received By: _____ Processed By: _____