

# 2024-2025 Request to Cancel All Financial Aid

**Directions:** This form is to be used to cancel all of the aid you were awarded for 2024-2025 (this includes all grants, loans, scholarships and stipends). **This form does not withdraw you from the University.**

**How to Submit Form:** Submit completed form through the [Document Uploader](#) for processing.

- **Fields to select on the Document Uploader:** Department: *Financial Aid & Scholarships*; Term: *2024-2025*; Category: *Attendance/Enrollment forms*; Category 2: *FA [Term] Cancellation form*; Document: *Request to Cancel All [Term] Financial Aid*

## STEP 1

Indicate the semester(s) for which you want to cancel your aid:

Fall 2024

Fall 2024/Spring 2025

Spring 2025

**Skip to step 3**

*If you cancel Spring aid only, we will switch your budget to Fall only and will cancel all Spring awards. Skip to step 3.*

## STEP 2

Indicate if you will attend Spring 2025:

Will you attend classes and want financial aid in Spring 2025?

Yes\*

No

*\*If you answer "yes" Fall/Spring aid will be cancelled and you will be awarded for spring in December 2024.*

## STEP 3

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

- I understand that this form is used to cancel all financial aid awards (grants, loans, scholarships and stipends)
- I understand that this form may not be used to withdraw from UTSA

Student Signature: \_\_\_\_\_ Phone: \_\_\_\_\_ 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:**