



**Cancel my work-study offer for the following quarter(s):**

**SUMMER**      **FALL**      **WINTER**      **SPRING**  
                                   

**LOANS**

*Loans may only be adjusted by whole dollar amounts and may be subject to proration, credit load adjustments, and other federal guidelines.*

**Reduce my total loan amount:**      Please write the new total amount requested

Subsidized Loan	\$
Unsubsidized Loan	\$

*I am reducing my loans to make room for a Work-Study offer.*

**Cancel *all* of my loan funds for the following quarter(s):**

**SUMMER**      **FALL**      **WINTER**      **SPRING**  
                                   

Comments: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Clover Park Technical College does not discriminate on the basis of race, color, national origin, age, perceived or actual physical or mental disability, pregnancy, genetic information, sex, sexual orientation, gender identity, marital status, creed, religion, honorably discharged veteran or military status, or use of a trained guide dog or service animal. For inquiries please contact Title IX coordinator James Neblett, Associate Vice President for Human Resources & Culture, 253-589-5533, [james.neblett@cptc.edu](mailto:james.neblett@cptc.edu); or Section 504/disability coordinator Sarah Addington, Assistant Director of Student Disability Services, 253-589-5755, [sarah.addington@cptc.edu](mailto:sarah.addington@cptc.edu). All offices are located in Building 17, 4500 Steilacoom Blvd SW, Lakewood, WA 98499.

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**Office Use Only:**

Initials of person processing form: \_\_\_\_\_ Date: \_\_\_\_\_

Quarter(s) financial aid adjusted to: \_\_\_\_\_ Packaging Plan Reduced to: \_\_\_\_\_

Budget Reduced to: \_\_\_\_\_

Quarter(s) W/S offer awarded/canceled/adjusted (circle one) for: SUMMER FALL WINTER SPRING

Quarter(s) Loan awarded/canceled/adjusted (circle one) for: SUMMER FALL WINTER SPRING

30-day delay moved to following quarter: \_\_\_\_\_

1 quarter loan sheet: \_\_\_\_\_

Email to Loan Coordinator to award/cancel/adjust (circle one) loan: SUMMER FALL WINTER SPRING

Award 2<sup>nd</sup> Sub Loan and/or 2<sup>nd</sup> Unsub Loan: \_\_\_\_\_

Track ECP036 - Let student aid & scholarships know when you have registered for \_\_\_\_\_ quarter.