



## 2025-26 Return to Loan Servicer & Loan Cancellation Form

Student's Information			
Last Name:		First Name:	
M.I.	GBC ID #:	Date of Birth:	
Street Address:			
City:		State:	ZIP Code:

You must complete this form to return federal student loan proceeds (even if you do not have a credit balance). Alternatively, you can request to cancel a loan before or after a disbursement. Certain limitations may apply, and there is no guarantee that the Financial Aid Office can return a loan disbursement due to federal regulations.

**Scenario 1:** I have accepted my federal student loans for the upcoming semester(s) and do not have a pending credit balance. However, I wish to cancel my loans before the semester's disbursement date.

**Resolution:** Complete the bottom portion of this form and return it to the Financial Aid Office. DO NOT EMAIL THIS FORM.

**Scenario 2:** I have accepted my federal student loans for the upcoming semester(s) and have a pending credit balance. However, I wish to cancel my loans before the semester's disbursement date.

**Resolution:** Complete the bottom portion of this form and return it to the Financial Aid Office. DO NOT EMAIL THIS FORM.

**Scenario 3:** I have accepted my federal student loans for the upcoming semester(s), and it is past the disbursement date. I do not have a credit balance (i.e., a refund check).

**Resolution:** Complete the bottom portion of this form and return it to the Financial Aid Office. DO NOT EMAIL THIS FORM.

*Note: If you have already received your refund check or the Business Office is still processing it, please contact the Business Office immediately to chat about the next steps (e.g., returning the loan proceeds to the College, voiding the refund check, etc.).*



**A return to loan servicer request made 120 days or more after a loan's disbursement date is ineligible for processing. Please consult with a Financial Aid Counselor on actionable steps you can make to return the loan proceeds to your loan servicer. This policy abides by federal regulations; therefore, there are no exceptions to this policy.**

### **Federal Student Loan Return Request**

<i>Term</i>	<i>Return Amount</i>	<i>Loan(s)</i>
Fall 2025		
Spring 2026		
Summer 2026		

### **Federal Student Loan Cancel Request**

<i>Term</i>	<i>Cancel Amount</i>	<i>Loan(s)</i>
Fall 2025		
Spring 2026		
Summer 2026		

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

***Pen/Ink signature REQUIRED. Computer generated signatures are not acceptable.***