

Fax: 719-255-3650
Phone: 719-255-3460
Email: finaidse@uccs.edu
Web: finaid.uccs.edu

Cragmor Hall
1420 Austin Bluffs Parkway
Colorado Springs, CO 80918

(fall 2025, spring 2026, summer 2026)

Financial Aid Adjustment Request Form—Federal Parent PLUS

*Please complete this form in its entirety. Incomplete and/or un-signed forms will not be processed.
We will not accept electronic signatures for the parent-you must scan, mail, fax or drop off this form[†].
Students may check back for an updated status in their "To-Do List".*

Student Last Name

Student First Name

Student ID

Your Right to Reduce or Cancel

You have the right to reduce or cancel your Federal Parent PLUS loan within 14 days of disbursement. No interest will be charged and loan fees will be returned to the Direct Loan Servicer. To reduce or cancel your loan disbursement, please go to the UCCS Financial Aid Forms page at <https://finaid.uccs.edu/forms> to print, complete and return the "Financial Aid Adjustment Request-Federal Parent PLUS" form to the Financial Aid office.

Minimum Enrollment

Your student must be enrolled at least half-time (six credit hours) to receive a Federal Parent PLUS Loan.

Know your total loan indebtedness

The U.S. Department of Education provides information regarding your federal loans including loan type, disbursed amounts, outstanding principal and interest and servicer contact information. Go to <https://studentaid.gov/> to review your total loan indebtedness.

Type of Aid	Adjust-	Awarded	Desired	Choose appropriate	Information for you to know:
To make adjustments to your federal loan(s), fill in this portion of the table below and sign the bottom of the form.					
Federal Direct Parent PLUS* †	reduce			Fall 2025 Only	-If you wish to increase your PLUS loan please complete a new application at www.studentloans.gov. If it is less than 180 days a new credit check <u>will not</u> be performed. *If your original loan was approved with an endorser, the borrower needs to re-apply with the endorser to make an increase.
	cancel			Spring 2026 Only	
				Summer 2026 Only	

Please Note: If you are reducing your Parent PLUS loan, we will reduce your gross amount of the loan minus the appropriate loan fee amount. For more information about loan fees, please visit: <https://finaid.uccs.edu/> -> Types of Aid -> Educational Loans -> [Federal PLUS loans](#).

By signing below you acknowledge:

I have read the instructions provided and understand that by canceling or reducing the above award(s) my student may owe a balance on his/her student account. Your student can view their balance in the myUCCS student portal.

Please do not email sensitive information such as tax returns listing social security numbers or other personally identifiable information. You should always redact social security numbers, but always list the UCCS student ID number and student name on all documents submitted. UCCS Financial Aid provides a secure file upload system to submit your information and safeguard your personal data. Visit <https://finaid.uccs.edu/upload> for more information.

Parent Signature[†]

Date

[†]Borrower signature required for Federal Parent Plus adjustments