Financial Aid Office

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2025-26 Change Notification Form

Name: _____ **SSU ID**: _____

Instructions: Submit this form to the Financial Aid Office **only** if you are changing your enrollment plans, changing your housing plans, requesting reduction to a Federal Work-Study award, and/or reporting additional resources.

Note: *You cannot use this form to reinstate or increase a Direct Loan that you previously declined or reduced. Use the Loan Change Form downloadable from our website to reinstate or increase a Direct Loan.*

Enrollment Change:

❒ I will NOT attend SSU during 2025-26.
Is this the first semester you've been admitted to SSU? ❒ Yes ❒ No

❒ I will only attend Fall 2025.
Will you be graduating in Fall? ❒ Yes ❒ No

❒ I will only attend Spring 2026.
Will you be graduating in Spring? ❒ Yes ❒ No

Housing Change:

I will be living:
❒ Off campus
❒ On campus
❒ With parents

Reduce Accepted Work-Study

❒ Reduce Work -Study to: $_____

If you would like to request additional Direct Loan funds in place of the Work-Study funds, mark the appropriate box below:

❒ Increase to the maximum allowed or up to $_____

❒ Increase only my **SUBSIDIZED** Direct Loan to the maximum allowed or up to $_____

Note: *If you currently have a Student Employment Form (SEF) on file, you cannot use this form to reduce your Work-Study. Contact the Financial Aid Office for more information.*

Notification of Additional Resources

❒ My University fees will be paid or waived by an outside agency:

_____ $_____ ❒ per year ❒ per semester
Source Amount

❒ I will be receiving the following external scholarship or other resource (do not report offers from SSU):

_____ $_____ ❒ per year ❒ per semester
Source Amount

_____ $_____ ❒ per year ❒ per semester
Source Amount

Sign This Statement

My signature gives the Financial Aid Office at SSU permission to make changes to my award offer based on this new information.

_____ _____
Student Signature **Date** **Phone number**