

**UT Health Science Center:
 FI0307-H Right to Cancel Notification Procedure –
 Student Procedure**

No./Title: F307 – Right to Cancel Notification Procedure	Resp. Office: Bursar Approval: SR Vice Chancellor Finance	Effective Date: 10/21/2019
Category: Students	Last Review: 10/21/2019	Next Review: 10/21/2022
Contact: Bursar	☎ 901-448-5550	bporter3@uthsc.edu

PROCEDURE

Student of parent borrowers have the right to cancel the entire loan or any portion (a specific disbursement) of any federal direct subsidized, unsubsidized, Plus or Graduate Plus loans.

Students are informed of this right when they receive the notice of Loan Disbursement from the Bursar's Office.

A request to cancel a specific loan disbursement may be submitted prior to the date of crediting to the student's account or within 14 days of the Loan Disbursement notification.

The process to cancel a loan requires completion of a standard form that can be accessed on the Bursar's website: <https://www.uthsc.edu/finance/bursar/documents/decline-of-student-loan-check.pdf>.

Students may also-contact the-student loan office at 901-448-6773 or 901-448-6771.

APPROVAL HISTORY:

Effective: October 21, 2019

Approved: October 21, 2019, Sr Vice Chancellor for Finance