



DALLAS COLLEGE

2025-2026 FINANCIAL AID CANCELLATION & ADJUSTMENTS FORM

Please upload this form in Workday using the upload option provided for this specific action item. If you need assistance, contact Financial Aid at 972-669-6400 or financialaid@dallascollege.edu.

Last Name	First Name	M.I.	Student ID #
Address			Email
City	State	ZIP Code	Primary Contact #

☐ **CANCEL AWARD:** I am currently awarded financial aid and I am requesting to cancel my award.
Important: I understand canceling my award may cause me to owe a balance. If the outstanding balance cannot be paid, this form will not be processed.

Award: (check all that apply)
☐ ALL
☐ GRANTS
☐ SCHOLARSHIPS
☐ OTHER _____

Semester: (check all that apply) ☐ Fall 25 ☐ Spring 26 ☐ Summer 26

☐ **REINSTATE AWARD:** I am requesting a previously canceled financial aid award to be reinstated.
Important: Awards can only be reinstated if they were previously awarded, funding is still available and the deadline has not passed.

Award: (check all that apply)
☐ ALL
☐ GRANTS
☐ SCHOLARSHIPS
☐ OTHER _____

Semester: (check all that apply) ☐ Fall 25 ☐ Spring 26 ☐ Summer 26

☐ **CHANGE REQUEST FOR A TRANSMITTED LOAN AMOUNT:** I have a Direct Loan that has transmitted to my account, and I am requesting to cancel all or a portion of that amount. (**Important:** You may request a reduction within 14 days from the date your student account was credited.) I understand requesting a reduced amount may cause me to owe a balance. If the outstanding balance cannot be paid, this form will not be processed.

Decrease subsidized:	<input type="checkbox"/> Fall 25	<input type="checkbox"/> Spring 26	<input type="checkbox"/> Summer 26
Decrease unsubsidized:	<input type="checkbox"/> Fall 25	<input type="checkbox"/> Spring 26	<input type="checkbox"/> Summer 26
Cancel subsidized:	<input type="checkbox"/> Fall 25	<input type="checkbox"/> Spring 26	<input type="checkbox"/> Summer 26
Cancel unsubsidized:	<input type="checkbox"/> Fall 25	<input type="checkbox"/> Spring 26	<input type="checkbox"/> Summer 26

Student Signature

Date

Financial Aid Signature

Date

Financial Aid Certifying Official ensures a complete and thorough review of the record has been conducted prior to submission