



**Financial Aid
Change of Registration Form**

Student's Name: _____

UHID / SSN / UH username: _____

Semester / Year: _____ / _____

I am changing my semester class hours from _____ to _____ credits because:

I understand that my financial aid (including any Federal Stafford loan or Federal PLUS loan) may be reduced or cancelled due to this change and that I may be required to repay all or part of the funds I received.

I understand that if I must repay any funds, a promissory note will be sent to me advising me of the amount due. I understand that any amount due must be repaid in full accordance with the conditions of the promissory note and will be considered a financial obligation to the University of Hawaii system. Furthermore, I understand that if I do not repay my obligation, sanctions outlined in the promissory note will be imposed upon me.

I understand that any institutional refunds (i.e. tuition refunds which I am due, may be collected and applied first towards repaying any financial obligations. If I have received a Federal Stafford or Federal PLUS loan, I understand that the refund may be returned to my lender and applied towards my loan balance.

I understand that if I have received student loans and have either reduced my credit load below half-time status (less than 6 credits), I must schedule an exit interview with the Financial Aid Section. If I am unable to attend such an interview, appropriate exit interview material will be sent to me for my review and response. I understand that if I have received a Federal Stafford or Federal PLUS loan, I must notify the lender of my change in enrollment status immediately.

I understand that if this change in registration adversely affects my academic progress towards my degree as stated in the Kapi'olani Community College's Financial Aid Satisfactory Academic Progress Policy, I may be ineligible for further financial assistance.

Student's Signature

Date

FOR FAO USE ONLY

Return of Title IV Funds:	_____	Not applicable	_____	Calculated	_____	SOAHOLD posted
Lender Notification:	_____	Not applicable	_____	Lender notified	_____	
Loan Exit Interview:	_____	Not applicable	_____	Exit conducted	_____	Exit mailed
Comments:	_____					

FAS Signature: _____ Date: _____