How to Request or Adjust a Loan

**Step 1.** Log in to your JHU SIS account at sis.jhu.edu. Navigate to the Financial Aid tab and click Online Forms, then select “FA-Loan Action Form”

![Image of Online Forms](https://example.com)

**Step 2.** Your basic information should populate automatically on the loan action form. You will need to select the award year you are requesting the action for and your academic level for that award year

![Image of Loan Action Form](https://example.com)

**Step 3.** Note the borrowing limits for your academic level and then indicate the type of action you wish to take and the loan program you are wishing to take action regarding. Options may vary.

![Image of Borrowing Limits](https://example.com)
Step 4. Complete the fields for the action you wish to request. The fields required will vary based on both loan program and type of action requested.

Step 5. Provide a reason you are requesting action be taken. We may contact you for additional information depending on the circumstances described.

Step 6. Apply your signature and submit the form for review and processing.