



Withdrawal Checklist for Carroll College

Before You Withdraw or Drop All Your Classes...

- ✓ Review the tuition/fee refund schedule and the financial aid return policy in the Academic Catalog or on the website: ([Business Office Tuition and Fee Refund & Withdrawal Policy](#))
- ✓ Discuss your estimated financial aid adjustments and refunds with the Financial Aid Office and the Business Office.
- ✓ Discuss withdrawing with your faculty advisor
- ✓ If you decide to withdrawal, complete and return the Withdrawal Form to the Registrar's Office within 3 days of initiating the withdrawal process.
- ✓ Update the Registrar's Office with any change of address or phone number.
- ✓ Contact the Housing department if you live on-campus and arrange your departure.
- ✓ Complete loan exit counseling on-line (if applicable)- an exit packet will also be mailed to you
 - Federal Stafford Loans: [StudentLoans.gov](#)
 - Federal Perkins Loans: <https://www.myloancounseling.com/> (Available within 30 days of withdrawal)
- ✓ Contact your loan lenders to inform them of your out-of-school date and repayment status.
- ✓ Update loan lenders with any change of address, phone number or email address.
- ✓ If you have a campus P.O. Box, collect your mail prior to leaving campus.
- ✓ Pay any remaining charges you may have to the Business Office after your official withdrawal has been processed (within 45 days)
- ✓ Contact the Admission Office if you are interested in readmitting to the college in any future term.
- ✓ If you are transferring and need to request official transcripts contact the Registrar's Office



Student Loan Contact Information

Student Assistance Foundation/MHESAC

NOTE: Also may show as WELLS FARGO ELT MHESAC
2500 BROADWAY
HELENA, MT 596203104
800-852-2761
www.safmt.org

Well Fargo

Wells Fargo Education Fin Svcs
301 East 58th Street North
Sioux Falls, SD 57104-0422
800-658-3567
<https://www.wellsfargo.com/student/>

Sallie Mae Private Loans

800-4-Sallie (800-472-5543)
www.SallieMae.com

University Accounting Services

CARROLL COLLEGE PERKINS LOAN SERVICER

UAS
PO Box 932
Brookfield, WI 53008-0932
1-800-999-6227
www.uaservice.com

Student Loan Ombudsman

www.ombudsman.ed.gov, toll free 877-557-2575

Other handy numbers and websites.

- Montana Guaranteed Student Loan Program
800.537.7508
www.mgslp.org
- Carroll College Financial Aid Office
800-992-3648 ext. 5424
www.carroll.edu/finaid
- Sallie Mae 1-888-272-5543
- Bank of North Dakota 1-800-472-2166 ext 328.5763
www.banknd.nd.gov
- Discover Student Loans 1-877-728-3030
<https://www.discover.com/student-loans/>
- Federal Student Aid website
Studentaid.ed.gov/sa/repay-loans
(this site offers loan repayment calculators and definitions for loan repayment plan options)

Federal Direct Loans

Department of Ed/Great Lakes Servicing (581)

2401 INTERNATIONALLANE
MADISON, WI 53704
(888)686-6919
(800)236-4300
www.mygreatlakes.org
borrowers@mygreatlakes.org

Department of Ed/Nelnet Servicing (580)

121 S. 13th St. Suite 202
Lincoln, NE 68508-1904
(888)486-4722
www.nelnet.com

Navient Department of ED loans

Phone: 800-722-1300
Fax: 866-266-0178
TDD: 877-713-3833

Correspondence

P.O. Box 9635
Wilkes-Barre, PA 18773

Loan payments

Navient-Dept. of ED Loan Servicing
P.O. Box 740351
Atlanta, GA 30374-0351
Navient.com

Department of Ed/ Fed Loan Servicing(579)

PHEAA

PO Box 69184
Harrisburg, PA 17106-9184
(800)699-2908
www.myfedloan.org
accountinfo@myfedloan.org

Department of Ed/MOHELA(500)

633 Spirit Drive
Chesterfield, MO 63005
(888)866-4352
www.mohela.com

NSLDS- National Student Loan Data System

www.nsls.ed.gov, toll free at 1-800-4-FED-AID or
TDD 1-800-730-8913.