

Last Name \_\_\_\_\_ First Name \_\_\_\_\_ MI \_\_\_\_\_ NU Student ID Number \_\_\_\_\_  
 Submitted by:  Custodial Parent  Non-custodial Parent  Student

Your financial aid award for the 2016-17 academic year is based on 2015 income information. If your circumstances have changed since the filing of your 2016-17 financial aid applications, you may petition our office for a special review. *Your 2015 and 2016 federal income taxes must be on file for us to consider an adjustment.* If 2016 federal income taxes have not yet been completed, 2016 W-2s and documentation of income from all other sources will be required.

Please Check	Reason for Review	Required Supporting Documentation
<input type="checkbox"/>	<b>Reduced Income or Loss of Wages</b>	<ul style="list-style-type: none"> <li>• <b>Reduced Income Statement</b> which will outline documentation requirements based on date income reduced/employment lost.</li> </ul>
<input type="checkbox"/>	<b>Medical Expenses</b> <small>(Not previously reported on CSS/PROFILE Application)</small>	<ul style="list-style-type: none"> <li>• Documentation of outstanding/prior year medical bills not reimbursed or paid by insurance</li> <li>• Explanation of circumstances</li> <li>• <b>Monthly Expense Statement</b></li> </ul>
<input type="checkbox"/>	<b>One-time/Non-Recurring Income</b>	<ul style="list-style-type: none"> <li>• Clarification (e.g., IRA distribution, sale of property, inheritance, Form 1099)</li> <li>• Explanation of how income was used</li> </ul>
<input type="checkbox"/>	<b>Tuition Expenses (Private Elementary or Secondary Education)</b> <small>(Not previously reported on CSS/PROFILE Application)</small>	<ul style="list-style-type: none"> <li>• Copy of school's enrollment contract that includes name(s) of child(ren) enrolled during the academic year 2016-17 tuition cost and amount of any scholarship that subsidizes tuition</li> </ul>
<input type="checkbox"/>	<b>Extended Family Support</b> <small>(Not previously reported on CSS/PROFILE Application)</small>	<ul style="list-style-type: none"> <li>• Explanation of special circumstances including name, age, relationship of person(s) receiving support along with documentation of financial support for relatives living outside family household (cancelled checks, wire transfer records, etc.)</li> </ul>
<input type="checkbox"/>	<b>Other (Not listed above)</b> <small>(e.g., recent divorce/separation, student contribution and work study adjustments)</small>	<ul style="list-style-type: none"> <li>• Detailed explanation of the circumstances</li> <li>• Documentation supporting outlined circumstances</li> </ul> <p><i>Note: We cannot consider anticipated changes in circumstances.</i></p>

