Check the one reason below that best describes your family’s change of economic circumstances and provide the documentation specified below (or required by a Financial Aid Advisor). To be considered for an income adjustment, you must have already completed a 2015-2016 FAFSA and received your Student Aid Report (SAR).

1. A parent or student has had a significant loss of income in 2015 or 2016 due to a period of unemployment, a change of jobs, going from full-time to part-time employment, or voluntarily resigning to pursue a full-time course load.
   Documentation – 2014 Federal IRS Tax Return Transcript (including all schedules and W2/1099), which is available at http://www.irs.gov/Individuals/Get-Transcript; 2015-2016 Standard Verification Worksheet; letter of termination (or signed statement from parent/student indicating when employment terminated); 2015/2016 financial documents (last pay stub, unemployment benefit rate letter/Notice of Determination [and the NYS Unemployment Benefits Online Pay History, which is available at the NYS Department of Labor’s Website https://applications.labor.ny.gov/IndividualReg/ or, for non-NYS residents, the equivalent from your state], current public assistance budget, etc.).

2. A parent or student who earned money in 2014 has not been able to earn money in 2015 or 2016 because of a disability or natural disaster that occurred in 2015 or 2016.
   Documentation – 2014 Federal IRS Tax Return Transcript (including all schedules and W2/1099); 2015-2016 Standard Verification Worksheet; a statement from the student or parent’s employer, insurance company, Worker’s Compensation Board, or other disability agency indicating when employment terminated; in cases of a natural disaster, a statement explaining the nature of the disaster and the date employment terminated; 2015/2016 financial documents (disability or Worker’s Compensation statements, etc.).

3. A parent or student who received unemployment compensation or some untaxed income or benefit in 2015 or 2016 has completely lost that income or benefit in 2015 or 2016. The untaxed income or benefit must be from a public or private agency, from a company or from a person because of a court order.
   Documentation – 2014 Federal IRS Tax Return Transcript (including all schedules and W2/1099); 2015-2016 Standard Verification Worksheet; a statement from the appropriate agency, company or person making the benefit payments indicating when the benefits terminated.

4. The student’s parents have separated or divorced after the student has filed a FAFSA.
   Documentation – a copy of the divorce decree or a statement from the parent indicating the date of separation; proof of separate addresses; 2014 Federal IRS Tax Return Transcript (including all schedules and W2/1099); 2015-2016 Standard Verification Worksheet; 2015/2016 financial documents for the remaining parent (current pay stubs, etc.).

5. A parent has died after the student has filed a FAFSA.
   Documentation – a copy of the death certificate for the parent; 2014 Federal IRS Tax Return Transcript (including all schedules and W2/1099); 2015-2016 Standard Verification Worksheet; 2015/16 financial documents for the surviving parent (current pay stub; social security statements, etc.).

STUDENT’S/SPouse’S/PARENTS’ CERTIFICATION:
I/we hereby certify that all information submitted in support of this request for an income adjustment is true and complete to the best of my/our knowledge. I/we swear that I/we have not knowingly or intentionally provided any fraudulent documentation. I/we understand that if I/we are found to have knowingly or intentionally given false statements or fraudulent documentation, this request will be denied and the student’s eligibility for Federal financial aid will be jeopardized.

Student’s Signature: ___________________________ Date: ______________________

Parent’s Signature: ___________________________ Date: ______________________