

2023-2024 REVISION REQUEST Information Sheet

For change of resources

If you would like to be considered for a re-evaluation of your financial aid award because of DECREASED RESOURCES and/or CHANGE OF CIRCUMSTANCES since you completed your Free Application for Federal Student Aid (FAFSA), you may submit a *Revision Request Form*. Please keep in mind that financial aid funds are limited, and our response may depend on the funds available. In addition, adjustments are subject to federal and institutional guidelines. Processing time varies from as little as two weeks to several months during the peak processing period. We will send an award letter to you if we are able to offer additional aid or we will notify you in writing if your request is denied.

*******Parents and Students use different forms, please read carefully*******

STUDENT REVISION FORM: If you are requesting a revision based on a change in student and/or spouse resources or circumstances you will need to fill out the STUDENT Revision Request form.

PARENT REVISION FORM: If you are a dependent student and the revision request is due to a change in parental resources or circumstances, you will need to have your parents fill out a PARENT Revision Request form.

Be aware that only *ONE* Revision Request will be processed per academic year.

Use STUDENT REVISION FORM for:

1. LOSS OF JOB / DECREASE IN INCOME OF STUDENT OR SPOUSE. If you (and or spouse) are unable to provide the expected calculated contribution toward your educational costs due to a permanent change resulting in a substantial decrease in expected income, use this section of the Student Revision form to document your income for the 2023-2024 school year and the reason for the change.

The standard need analysis uses calendar year 2021 income and benefits in the calculation of a student's contribution. If your (or your spouse's) income has changed significantly since 2021, complete this section of the Student Revision form. We may be able to recalculate your expected contribution using your 2021 income or your projected income and benefits for the 2023-2024 school year (7/01/2023-6/30/2024). **You must report all income and benefits for the entire period.**

2. CHANGE IN STUDENT MARITAL STATUS. See options below. **Do NOT update your status on your FAFSA on your own, or the result will be an edit or reject flag which you will have to work with us to resolve.**

- If you **were** married when you first completed the 2023-2024 FAFSA but are **now** widowed, divorced, or separated, complete this section of the Student Revision form and we may be able to adjust your financial aid eligibility using just your income and assets, not your spouse's.
- If you have married since you first applied, you may request that we consider your new "married" status. *****In this case, do not use the Student Revision form. Please contact our office for the "Marital Status Update" form.*****

3. OTHER CHANGES IN STUDENT CIRCUMSTANCES. Complete the Student Revision form and attach a separate sheet explaining the change, or circumstances affecting your ability to contribute to your educational cost. Be very specific. We will notify you if we need more information.

See other side for information on changes to parental circumstances.

Use PARENT REVISION FORM for:

1. REQUEST DUE TO DECREASE IN RESOURCES OF PARENT OR STEPPARENT: If a change in your parent's financial situation has occurred or there are special circumstances that affect your parent's ability to support your college education, use the Parent Revision form to request special consideration. Please explain and document the situation carefully. Incomplete requests cannot be approved.

2. CHANGE IN PARENT MARTIAL STATUS: If your parent has become widowed, divorced, or separated since the FAFSA was first filled out, we may be able to recalculate using information for only one parent. If your parent married after completing the FAFSA, you do not have to report it this year unless you are requesting a revision. However, your parent's new status and your stepparent's information must be reported if submitting a Parent Revision form, and on future aid applications. Your parents may attach a separate sheet explaining how their ability to contribute is affected. We will notify you if we need more information.

3. DECREASE IN PARENT/STEPPARENT INCOME: If your parent and/or stepparent's current income is significantly lower than in 2021, check the box indicated on the Parent Revision Request form. For each parent with a decrease, list his/her name, date of change and the reason for the decrease in income. Also complete the parent Change of Resources Worksheet.

4. UNUSUAL EXPENSES: If your parent(s) have unusual expenses that may affect their ability to contribute to your college expense, they may request a review of and possible adjustment to their expected contribution. Submit a completed PARENT Revision Request form, attach a written request explaining in detail the expenses, along with supporting documentation.

- **CHILD SUPPORT PAID:** If your parent's ability to support your education costs is affected by the child support, they pay for the support of children outside of your household, have your parent list the name and ages of the children and the amount of child support paid on their behalf.
- **FAMILY MEDICAL EXPENSES:** If your family believes the level of their non-elective medical/dental expenses affects your parents' ability to support you in school, list the level of medical/dental expenses paid by your parent(s) (not paid by insurance) for the 2023-2024 school year. Also, on a separate sheet, list the names of the care provider and the patient, dates of treatment, gross charges, amount of insurance received for treatment, and net expense to your parent(s). Attach a copy of the most recent bill or statement for each provider. If consideration is desired for elective care, a statement is required.
- **K-12 SCHOOL TUITION PAID FOR DEPENDENT CHILDREN:** In general, private school enrollment and related costs are regarded as discretionary expenses that do not warrant an adjustment of a financial aid evaluation at Wenatchee Valley College. In some cases, there may be circumstances that compel the family to choose private education. If such a situation affects your parents' ability to fund your educational costs, list the expense on the worksheet and attach a separate sheet indicating the name and age of the child, the name and location of the school, the annual tuition paid for attendance, and a brief statement explaining why the family considers private school attendance essential.
- **PARENT COLLEGE EXPENSES:** If one or both of your parents are attending an approved college degree or certificate program and you would like us to consider how their own college expenses affect their ability to contribute to your educational costs, list the amount of the expenses on the worksheet. Attach a separate sheet with the following information for each parent enrolled in college: name of the parent, the type of degree or certificate program pursued, the name and location of the college/school attended, the number of credits taken each term, a detailed list of expenses associated with their attendance for the year, any aid/employer reimbursements or other assistance, etc. for attendance, and the signature of the parent.

5. OTHER PARENT CIRCUMSTANCES: If a change in your parent's ability to support you in school does not fall under the categories above, or there are special circumstances that you would like us to consider, submit a completed PARENT Revision Request form, with an attached written request explaining the situation in detail and how your parent's ability to contribute to your education is affected. Attach any relevant documentation. We will notify you if we need more information.