

Request for Recalculation Due to Income Reduction

Complete this form if your, your spouse’s, or your parents’ financial situation has changed significantly from the information you entered on the FAFSA for the 2024-2025 academic year.

Last Name	First Name	MI	Student ID #	Phone Number
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

For students who previously received approval for a 2023-20224 income reduction using projected income: Should your actual IRS Tax Return Transcripts submitted with this appeal reflect significant discrepancies from the information processed on the 2023-2024 income reduction, adjustments will be made to the 2023-2024 file accordingly.

Before we will consider an income reduction, we must verify that the information originally submitted on the FAFSA is correct. There are five circumstances where recalculations are considered. Check **one** appropriate condition that applies to you and your family.

Loss of Job or Decrease in Income

You, your spouse or your parent(s) lost a job or is no longer employed full-time. You must submit a signed statement indicating the circumstances and either a copy of the unemployment benefits statement, the letter or termination, or a signed statement indicating loss of a job on company letterhead from the former company. Please include the dates of job loss or switching to part-time in the signed statement.

Loss of Untaxed Income

You, your spouse or your parent(s) received some form of untaxed income or benefit and has lost that income or benefit, partially or completely. Attach a signed statement explaining the benefit and circumstances surrounding.

Loss of Taxable Income

You, your spouse, or your parent(s) received other taxable income such as unemployment, retirement, etc. and have completely lost that income or benefit. Attach a signed statement explaining the benefit and circumstances.

Death of Taxable Spouse or Parent

Your spouse or parent(s) for whom income was submitted on the FAFSA has died. Please submit a copy of the death certificate.

Unusual / Unreimbursed Medical Expense

You, your spouse or your parent(s) paid unusual medical or dental expenses (over \$2000 out-of-pocket and not reimbursed by insurance) in 2022 or 2023. Attach a detailed explanation, listing the expenses paid in either 2022 or 2023, and documentation to show expenses. Ideal documentation would include a year-end statement from your health insurance company.

Income reduction appeals that are submitted without proper documentation will not be reviewed and will be declined. You, your spouse, or your parents might be required to provide additional information and documentation that will support your request for recalculation due to income reduction. By signing you are confirming that all of the information included in the submission of this form is true and complete to the best of your knowledge.

Student Signature	Student Name	Date
<input type="text"/>	<input type="text"/>	<input type="text"/>
Student’s Spouse Signature	Student’s Spouse Name	Date
<input type="text"/>	<input type="text"/>	<input type="text"/>
Student’s Parent Signature	Student’s Parent Name	Date
<input type="text"/>	<input type="text"/>	<input type="text"/>

Choose Calendar Year Income You Wish to be Considered

Option 1

Available until November 1, 2024.

I am requesting PVCC Financial Aid staff recalculate my FAFSA results using 2023 completed tax information.

Submit either:

Or:

For Independent Students

- Student 2023 IRS Tax Return Transcripts
- Student 2023 W2s
- Student's Spouse 2023 IRS Tax Return Transcripts
- Student's Spouse 2023 W2s

For Dependent Students

- Student 2023 IRS Tax Return Transcripts
- Student 2023 W2s
- Parent(s) 2023 IRS Tax Return Transcripts
- Parent(s) 2023 W2s (and spouse's, if applicable)

If you did not file taxes for 2023: Provide a detailed statement regarding any income earned from work, untaxed income, or any other sources of income received in 2023 for each applicable individual mentioned above. The statement must be signed by the student, spouse (if applicable) and parents (if applicable).

Option 2

Available from July 2, 2024 to November 1, 2024.

I am requesting PVCC Financial Aid staff recalculate my FAFSA results using 2024 estimated tax information.

For Independent Students

- A detailed statement indicating all workplaces for student (and spouse, if applicable)
- This statement must include:
 - » Employer Name,
 - » Start Date,
 - » End Date ("Current" if still employed), and
 - » Estimated projected 2024 total income
- Most recent 2024 **student** pay stubs.
- Most recent 2024 **spouse** pay stubs.
- Pay stubs must include year-to-date earnings.
- Documentation of untaxed income earned by student (and spouse, if applicable)
- From date of submission through the end of 2024, a list of anticipated earned and untaxed income for all required family members listed above.

For Dependent Students

- A detailed statement indicating all workplaces for parent(s) and student.
- This statement must include:
 - » Employer Name,
 - » Start Date,
 - » End Date ("Current" if still employed), and
 - » Estimated projected 2024 total income
- Most recent 2024 **student** pay stubs.
- Most recent **parent(s)** 2024 pay stubs.
- Pay stubs must include year-to-date earnings.
- Documentation of untaxed income earned by student and parent(s).
- From date of submission through the end of 2024, a list of anticipated earned and untaxed income for all required family members listed above.

Option 3

For all requests submitted after November 1, 2024.

I am requesting PVCC Financial Aid staff recalculate my FAFSA results using 2024 estimated tax information.

For Independent Students

- Student 2024 IRS Tax Return Transcripts
- Student 2024 W2s
- Student's Spouse 2024 IRS Tax Return Transcripts
- Student's Spouse 2024 W2s
- Documentation of all untaxed income earned by student (and spouse, if applicable)

For Dependent Students

- Student 2024 IRS Tax Return Transcripts
- Student 2024 W2s
- Parent(s) 2024 IRS Tax Return Transcripts
- Parent(s) 2024 W2s (and spouse's, if applicable)
- Documentation of all untaxed income earned by student and parent(s).