

University of Illinois at Springfield - Office of Financial Assistance

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website: <https://www.uis.edu/financialaid/>

2020-2021 Change of Financial Situation - Dependent Student

For Priority Processing Submit Form By July 15, 2020

If your financial situation has changed from what was reported on the 2020-2021 Free Application for Federal Student Aid (FAFSA), use this form to request an evaluation of your financial aid eligibility. This form is meant to be a one-time form, not one that is completed every year, except in special circumstances. **This form should only be completed by dependent undergraduate students who meet reasons A, B, C, F, or G listed below in Section B.** As a general rule, the **anticipated 2020 Adjusted Gross Income (AGI)** should be at least 20% less than the actual 2018 AGI before submitting documentation for reasons A, B, and C. **Submission of this form does not guarantee an adjustment to your financial aid.**

Please note, we reserve the right to correct information on the FAFSA, and to select students for verification if we have documents on file for other tax years. Please submit the specific tax year information listed on this form. **If you submitted the same tax information to our office in the prior academic year, you do not need to submit the documents again.**

If this form is not completed and the proper documentation is not submitted, your file will not be reviewed. Keep in mind that as a result of reviewing the additional documentation submitted there may be an increase or decrease in your financial aid eligibility. If your financial aid eligibility changes, you will be notified accordingly.

You must complete all of the following steps before this form will be reviewed:

STEP 1: Complete all pages of the Change of Financial Situation Form. Do not leave any items blank. If an item does not apply to you, enter a zero. This form is considered incomplete if an item is left blank.

STEP 2: Provide a detailed statement, that thoroughly describes the Change in Financial Situation.

STEP 3: Attach the 2020-2021 Dependent Verification Form and all required verification documents.

STEP 4: Attach a copy of your signed 2018 IRS Federal Tax Return with IRS Schedules 1, 2, and 3.

STEP 5: Attach copies of all of your 2018 W-2 forms.

STEP 6: Attach copies of all of the requested documentation based on your change of financial situation (Section B).

Section A - Demographic Information (Please Print Clearly)

Student Name: _____ Student Phone: _____

Student Email: _____

Student Address: _____
Number and Street City State Zip Code

Parent/Step-Parent 1: _____

Parent/Step-Parent 2: _____

ENTER YOUR 9-DIGIT UIN 

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2020-2021 Change of Financial Situation

Section B - Reasons for the Change of Financial Situation

Select a reason below and submit ALL applicable documents listed under that reason.

A. Medical/dental expenses not paid by insurance and not claimed as a deduction on your 2018 Income Taxes (January 1, 2018 - December 31, 2018):

- As a general rule, these expenses should be at least 20% of your 2018 Adjusted Gross Income before submitting documentation.
- Attach proof of payment such as canceled checks or receipts for medical/dental expenses PAID in 2018.
- Attach a separate sheet of paper listing the total amount PAID in 2018.

B. Loss of job/reduction in income in 2019 or 2020:

- Attach a statement from your previous employer on company letter head regarding loss of job or change in job status.
- Attach documentation of unemployment benefits, i.e. the Maximum Benefit Letter detailing the amount received.
- Attach a copy of your most recent pay statement or last pay statement.

C. Reduction in income in 2019 or 2020 due to a disability:

- Attach a letter from a physician or another source documenting the situation.

D. Loss of benefits or untaxed income in 2019 or 2020 (i.e., child support, disability benefits, etc.):

- Attach a statement from the appropriate agency showing the date the benefit was lost and the monthly amount received before the loss.

E. Divorce or separation of parents AFTER completion of the 2020-2021 FAFSA:

****STOP**- Do not complete this form.**

- Have your custodial parent complete the 2020-2021 Change of Financial Situation - Parent Form.
- If there is no custodial parent, see the Dependency Override Request Form.

F. Death of parent AFTER completion of the 2020-2021 FAFSA:

- Attach a copy of the parent's death certificate.

ENTER YOUR UIN →

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2020-2021 Change of Financial Situation

Section C - Anticipated Income for 2020 (complete for reasons A, B, and C)

EXPECTED TOTAL INCOME AND BENEFITS

January 1, 2020 through December 31, 2020

TAXABLE INCOME FROM WAGES (do not include your unemployment income as wages)	Student	Mother	Father
Document gross wages earned through today's date: <i>Provide most recent pay statement</i>			
Estimated anticipated wages from today's date through December 31, 2020:			
OTHER TAXABLE INCOME:			
Unemployment Income to date and anticipated in 2020: <i>Provide monthly statement</i>			
Severance, Paid Time Off or Vacation Pay Out if not included in gross wages			
Taxable Pension: <i>Provide monthly statement</i>			
Business income, Rents, royalties, and/or annuities			
Maintenance/support from spouse in 2020 (in cases of separation or divorce)			
Taxable income from 401k disbursements or other existing assets: <i>Include year to date gross disbursements and anticipated disbursements</i>			
Other taxable incomes: <i>List the source</i>			
TYPES OF UNTAXED INCOME			
Housing allowance for military or clergy <i>Contract or LES Statement</i>			
Workers Compensation: <i>Provide monthly statement</i>			
Untaxed Disability Income <i>Provide monthly statement</i>			
Child Support Received for all members of your household			
Untaxed Pension <i>Provide monthly statement</i>			
Other Untaxed Income: <i>List the source</i>			

Check the boxes below to confirm you are submitting all required documentation:

- Documentation requested on page 2 pertaining to my change of financial situation
- The 2020-2021 Dependent Verification Form and all required verification documents
- A copy of your signed 2018 IRS Federal Tax Return and IRS Schedules 1, 2, and 3
- Copies of all of your 2018 W-2 forms

Section D - Statement of Certification

I certify that the information provided on this form and any attachments are true and correct. Additionally, it is understood that I must notify UIS Office of Financial Assistance if the situation outlined in this request changes. If I underestimate my anticipated income, I understand that I may be required to repay previously awarded financial aid. I may also have future Change of Financial Situation requests denied.

Student Signature _____

Date _____

Parent/Step-Parent 1 Signature _____

Date _____

Parent/Step-Parent 2 Signature _____

Date _____

ENTER YOUR UIN →

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