

LAST NAME	FIRST NAME	STUDENT ID #	DATE OF BIRTH	PHONE NUMBER

NOTE: Blank form must be saved to your PC first, then after you complete the form you can "Click to Submit". If more space is needed for any line item on this form provide a separate page that includes the student's name and ID number at the top.

If your family financial situation has changed significantly from the information you were required to provide on your 2023-2024 FAFSA, your 2021 income information may no longer provide an accurate indicator of your family's ability to contribute to your educational costs. In some situations, the Three Rivers College Office of Financial Aid may make adjustments on a case-by-case basis and use more current income, (2022 income). All adjustments are made at the discretion and professional judgment of the Three Rivers College Office of Financial Aid. **Changes resulting from this review *do not* guarantee an increase in financial aid.**

## SECTION A WHAT TO DO:

Who has the situation happened to?  Student  Student's Spouse  Parent 1  Parent 2

SPECIAL CIRCUMSTANCES	SUPPORTING DOCUMENTATION
<input type="checkbox"/> <b>REDUCTION OF INCOME OR BENEFITS:</b>	Official Statement from agency showing reduction of benefits to be received in 2022 or <input type="checkbox"/> 2023 (Social Security, Unemployment Benefits, Worker's Compensation, Disability, etc. or Court Document showing change in Child Support). <input type="checkbox"/> Letter/notification from employer addressing the change in job status or reduction of pay <input type="checkbox"/> Copy of last pay stub at rate prior to reduction <input type="checkbox"/> Copy of most recent pay stub <input type="checkbox"/> Copy of signed 2022 Federal Tax Return
<input type="checkbox"/> <b>SEPARATION/DIVORCE:</b> (Only if you have done so since you filed the 2023-24 FAFSA)	Date of Separation/Divorce: <input style="width:150px;" type="text"/> <input type="checkbox"/> Divorce Decree, Separation Agreement, or documents to prove separation <input type="checkbox"/> Tax returns with any applicable schedules 1-3 and all W2's
<input type="checkbox"/> <b>REDUCTION DUE TO DEATH OF PARENT/SPOUSE:</b>	<input type="checkbox"/> Copy of the Death Certificate or Obituary <input type="checkbox"/> Documentation of relationship (if not listed on Death Certificate or Obituary) <input type="checkbox"/> Tax Returns <input type="checkbox"/> W2 forms
<input type="checkbox"/> <b>CHANGE IN MARITAL STATUS (DEPENDENT STUDENT)</b>	<input type="checkbox"/> Copies of 2021 tax returns for student & spouse <input type="checkbox"/> Marriage License
<input type="checkbox"/> <b>UNUSUALLY HIGH MEDICAL EXPENSES NOT COVERED BY INSURANCE:</b>	<input type="checkbox"/> Attach a copy of Schedule A (Itemized Deductions) from the 2021 or 2022 IRS Tax Return <input type="checkbox"/> Copies of PAID receipts incurred through 2021 or 2022, not paid by insurance May only be considered if the expenses were required by a physician (not elective healthcare) and if they exceed 11% of the family's AGI for the year considered.
<input type="checkbox"/> <b>OTHER:</b>	<input style="width:100%;" type="text"/>

**TYPE AN EXPLANATION BELOW REGARDING CHANGE IN YOUR CIRCUMSTANCES:**

### Is reduction of income based on 2022 tax information?

- Yes, Complete Section B & D on the next page, submit signed copies of 2022 tax returns with applicable schedules 1, 2, and/or 3
- No, Complete Section B, C & D on the next page

## SECTION B NUMBER OF HOUSEHOLD MEMBERS & NUMBER IN COLLEGE

**INSTRUCTIONS FOR DEPENDENT STUDENTS:** <----(or)---->  
 List below the people in the parents' household. Include:  
 § **Yourself** & the **parents** (including a **stepparent**), even if the student doesn't live with the parents.  
 § The **parents' other children** if the parents will provide more than half of the children's support from July 1, 2023, through June 30, 2024, or if the other children would be required to provide parental information if they were completing a FAFSA for 2023-2024. Include children who meet either of these standards, even if a child does not live with the parents.  
 § **Other people** if they now live with the parents and the parents provide more than half of the other person's support, and will continue to provide more than half of that person's support through June 30, 2024.

**INSTRUCTIONS FOR INDEPENDENT STUDENTS:**  
 List below the people in the **your** household. Include:  
 § **Yourself** & **your spouse** if the student is married.  
 § The **student's or spouse's children** if the student or spouse will provide more than half of the children's support from July 1, 2023 through June 30, 2024, even if a child does not live with the student.  
 § **Other people** if they now live with the student and the student or spouse provides more than half of the other person's support and will continue to provide more than half of that person's support through June 30, 2024.

\* Number in College: (excluding the parents) select who is, or will be, enrolled at least half time in a degree, diploma, or, certificate program at an eligible postsecondary educational institution any time between July 1, 2023, through June 30, 2024, and include the name of the college.

FIRST NAME	M.I.	LAST NAME	AGE	RELATIONSHIP	Will be enrolled at least Half Time in College? (Yes or No)*	College Name*
				Yourself		Three Rivers College

## SECTION C ONLY COMPLETE IF YOUR SITUATION OCCURRED IN LATE 2022 OR 2023

If your situation occurred in 2023 (or late 2022), (reduction not reflected on 2022 Taxes), complete this section and include income, that you will receive during the 2023 calendar year (01/01/23 to 12/31/23). Complete every item, if you do not have income from a particular source, write "N/A" (non-applicable). Include the most recent 2023 pay-stub(s) and documents for each individual, indicating the year-to-date totals.

TYPE OF INCOME	STUDENT	SPOUSE (if married)	Parent 1 (if dependent)	Parent 2 (if dependent)	COMPLETE THE FOLLOWING:
INCOME FROM WORK: wages, salaries, tips, and business and/or farm income, and etc.	\$	\$	\$	\$	I have filed 2023 Taxes: <input type="checkbox"/> Submit signed 2023 Tax Return & 2023 W-2 forms
OTHER INCOME: Alimony, unemployment benefits, severance pay, capital gains, IRA/pension/annuity income, taxable interest income/dividends, and etc. Specify in box below: <input type="text"/>	\$	\$	\$	\$	I have not yet filed 2023 Taxes: Submit 2023 W-2 forms, if submitted after January 21, 2024 <input type="checkbox"/>
UNTAXED INCOME: Disability, child support, VA non-educational benefits, workers' compensation, etc (does not include untaxed social security benefits). Specify in box below: <input type="text"/>	\$	\$	\$	\$	<input type="checkbox"/> I will not file 2023 Taxes

**SECTION D: PLEASE NOTE:** Forms should be completed and all documentation provided prior to determinations. Please allow 20 business days for processing. You will be notified of the results by student e-mail.

By typing my name below, I understand and agree that this form of electronic signature has the same legal force and effect as a manual signature and certifies that all the information contained on this form and the attached documentation submitted is complete and correct. If I purposely give false or misleading information I may be fined, sentenced to jail, or both and may result in denial of my request.

Student Signature:	Date:
Parent Signature:	Date:

Submit in person, click to submit, via myTRCC Student Information System, student e-mail, fax, or the mailing address listed at the bottom of this page.

If the submit button does not work, then attach this form to an e-mail to: [financialaid@trcc.edu](mailto:financialaid@trcc.edu)

Three Rivers College is an equal opportunity institution that commits itself to the policy that there will be no unlawful discrimination against any person because of race, color, gender, sexual orientation, religion, age, disability, or national origin.