

2018-19 Change in Financial Circumstances—Decreased Wages/Unemployment

Student Name: _____ **Student ID/SSN:** _____

We were recently informed that your family has experienced a major change in financial status since you filed the **2018-19 Free Application for Federal Student Aid (FAFSA)**. To determine if any adjustments can be made to your financial aid file, please complete all information **AND** submit all requested documentation.

Change of Employment: A family member who worked in **2016** is unemployed, has taken a lesser paying job or is working decreased hours in **2018**.

- Which family member's job situation has changed? _____
- Date family member's employment situation changed: _____
- Family member's actual **2018 YTD earnings as of today:** _____
- Family member's **estimated income today through the remainder of 2018:** _____
Family member's unemployment compensation: _____
- *We will estimate any other income based on your **2016** federal tax transcript. Please indicate if any other income listed on your **2016** tax transcript will change significantly from **2016 to 2018**.*

Documentation Requirements:

- Submit a copy of the most recent pay stub for the family member whose situation has changed, **or** a letter from their employer(s) verifying the situation and total wages to be earned in **2018**.
- If unemployed, submit a copy of the final pay stub and a copy of unemployment benefits and severance paperwork, if applicable.

Briefly describe the situation here: _____

If not already on file, please submit the documentation listed below to the Office of Financial Aid.

- * Please complete the IRS Data Retrieval process on the FAFSA or submit an official IRS **2016** Tax Transcript
- * **2018-19** Institutional Verification Form: <http://northcentralcollege.edu/financial-aid/forms>
- * Signed copy of parent **2016** federal tax return
- * Copies of Parents' **2016** W2 forms, and
- * Copies of Student's **2016** W2 forms

I declare that the information reported on this form is true, correct, and complete. I agree to provide, if requested, any other official documentation necessary to verify information reported.

Signature

Date