

Request for Reconsideration

Request for Reconsideration of the 2025-2026 Financial Aid Award

You may request a reconsideration of your financial aid award if your family's financial circumstances have changed significantly or if you have special financial circumstances that were not reported on your initial financial aid application. The Financial Aid Appeals Committee will review your request and respond to you in writing.

Student's name: _____ Elms Student ID number: _____

Who has had a change in circumstances?

Custodial parent(s)

Student

What is the change in circumstances? (Check all that apply)

- Termination of employment or other employment change
- 2024 income lower than 2023 income
- 2025 income anticipated to be lower than 2023, 2024 income
- Retirement
- Disability
- One-time income on 2023 tax return (e.g., back pay, capital gain, retirement withdrawal)
- Loss of untaxed income (e.g., child support, Social Security, unemployment benefits)
- Unusual medical/dental bills
- Other circumstances (explain in personal statement)

Supporting documentation included (check all that apply)

- Termination/severance letter
- Most recent paystub showing new/changed salary
- Final paystub from previous employer
- Statement of unemployment benefits
- Copy of medical/dental bills showing unreimbursed expenses
- Statement of disability benefits
- Other: _____

Attach a personal statement

- You must attach to this form a personal statement explaining the circumstances upon which your review request is based and their effect on your family's ability to contribute toward your education costs. Please provide as much detail as possible to help us better understand your family's financial situation.

Updated December 9, 2023

Substantial changes in 2024 income

• If your review request is based on a substantial change to your income in 2024, please include a copy of your 2024 federal tax return with your documentation. Please note: a reconsideration will not be possible until the 2024 federal tax return and accompanying income statements have been received. Please do not hesitate to contact the Financial Aid Office should you have any additional questions.

Substantial changes anticipated in 2025 income

- If your review request is based on a substantial change anticipated to your income in 2025, please note that a reconsideration would not be possible until Summer 2025. At that time, please include the supporting documentation as indicated above. Note: Your completed 2024 tax return will be due to our office no later than April 15, 2025.
- Changes to employment or income must be in effect for 3-6 months before a request for reconsideration can be submitted.

I certify that all information reported on this form is complete and correct as of this date. I realize that the Financial Aid Office may request additional documentation in support of any information provided here, and I understand that submission of this form does not guarantee an increase in financial aid.

Student's signature _____ Date _____

Parent's signature _____ Date _____

(For dependent students)

<u>Financial Aid Use Only</u>	
Comments:	
Reviewed By:	Date: