

**2011-2012 REVISION REQUEST
Information Sheet**

For change of resources

If you would like to be considered for a reevaluation of your financial aid award because of DECREASED RESOURCES and/or CHANGE OF CIRCUMSTANCES since you completed your Free Application for Federal Student Aid (FAFSA), you may submit a *Revision Request Form*. Please keep in mind that financial aid funds are limited and our response may depend on the funds available. In addition, adjustments are subject to federal and institutional guidelines. Processing time varies from as little as two weeks to several months during the peak processing period. We will send an award letter to you if we are able to offer additional aid or we will notify you in writing if your request is denied.

*******Parents and Students use different forms, please read carefully*******

STUDENT REVISION FORM: If you are requesting a revision based on a change in student and/or spouse resources or circumstances you will need to fill out the STUDENT Revision Request form.

PARENT REVISION FORM: If you are a dependent student and the revision request is due to a change in parental resources or circumstances, you will need to have your parents fill out a PARENT Revision Request form.

Use STUDENT REVISION FORM:

1. LOSS OF JOB / DECREASE IN INCOME OF STUDENT OR SPOUSE If you (and or spouse) are unable to provide the expected calculated contribution toward your educational costs due to a permanent change resulting in a substantial decrease in expected income, use this section to document your income for the 2011-2012 school year and the reason for the change.

The standard need analysis uses calendar year 2010 income and benefits in the calculation of a student's contribution. If your (and your spouse's) income is going to be less during the 2011-2012 school year than it was in the 2010 tax year, by 25% or more, complete this section. We may be able to recalculate your expected contribution using your projected income and benefits for the 2011-2012 school year (7/01/2011-6/30/2012). You must report all income and benefits for the entire period.

2. CHANGE IN STUDENT MARITAL STATUS. If you were married when you first completed the 2011-2012 FAFSA but are now divorced or separated, complete this section and we may be able to adjust your financial aid eligibility using your income and assets, but not your spouse's. If you have married since you first applied, your new "married" status will not affect whether your parent information is required this year. However, you must report your spouse's income in completing this section.

3. OTHER CHANGES IN STUDENT CIRCUMSTANCES. Attach a separate sheet explaining the change, or circumstances affecting your ability to contribute to your educational cost. Be very specific. We will notify you if we need more information.

See other side for information on changes to parental circumstances

Use PARENT REVISION FORM:

1. REQUEST DUE TO DECREASE IN RESOURCES OF PARENT OR STEPPARENT: If a change in your parent's financial situation has occurred or there are special circumstances that affect your parent's ability to support your college education, use this form to request special consideration. Please explain and document the situation carefully. Incomplete requests cannot be approved.

2. CHANGE IN PARENT MARITAL STATUS: If your parent has become widowed, divorced, or separated since the FAFSA was first filled out, we may be able to recalculate using information for only one parent. If your parent married after completing the FAFSA, you do not have to report it this year unless you are requesting a revision. However, your parent's new status and your stepparent's information must be reported here and on future aid applications. Your parents may attach a separate sheet explaining how their ability to contribute is affected. We will notify you if we need more information.

3. DECREASE IN PARENT/STEPPARENT INCOME: If your parent and/or stepparent's 2011 income is significantly lower than in 2010, check the box indicated on the form. For each parent with a decrease, list his/her name, date of change and the reason for the decrease in income. Also complete the parent Change of Resources Worksheet.

4. UNUSUAL EXPENSES: If your parent(s) have unusual expenses that may affect their ability to contribute to your college expense, they may request a review of and possible adjustment to their expected contribution. Submit a completed PARENT Revision Request form, attach a written request attached explaining in detail the expenses, along with supporting documentation

- **CHILD SUPPORT PAID:** If your parent's ability to support your education costs is affected by the child support they pay for the support of children outside of your household, have your parent list the name and ages of the children and the amount of child support paid on their behalf for 2010.
- **FAMILY MEDICAL EXPENSES:** If your family believes the level of their non-elective medical/dental expenses affects your parents' ability to support you in school, list the level of medical/dental expenses paid by your parent(s) (not paid by insurance) for the 2011-2012 school year. Also, on a separate sheet, list the names of the care provider and the patient, dates of treatment, gross charges, amount of insurance received for treatment, and net expense to your parent(s). Attach a copy of the most recent bill or statement for each provider. If consideration is desired for elective care, a statement is required.
- **K-12 SCHOOL TUITION PAID FOR DEPENDENT CHILDREN:** In general, private school enrollment and related costs are regarded as discretionary expenses that do not warrant an adjustment of a financial aid evaluation at Wenatchee Valley College. In some cases, there may be circumstances that compel the family to choose private education. If such a situation affects your parents' ability to fund your educational costs, list the expense on the worksheet and attach a separate sheet indicating the name and age of the child, the name and location of the school, the annual tuition paid for attendance, and a brief statement explaining why the family considers private school attendance essential.
- **PARENT COLLEGE EXPENSES:** If one or both of your parents are attending an approved college degree or certificate program and you would like us to consider how their own college expenses affect their ability to contribute to your educational costs, list the amount of the expenses on the worksheet. Attach a separate sheet with the following information for each parent enrolled in college: name of the parent, the type of degree or certificate program pursued, the name and location of the college/school attended, the number of credits taken each term, a detailed list of expenses associated with their attendance for the year, any aid/employer reimbursements or other assistance, etc. for attendance, and the signature of the parent.

5. OTHER PARENT CIRCUMSTANCES: If a change in your parent's ability to support you in school does not fall under the categories above, or there are special circumstances that you would like us to consider, submit a completed PARENT Revision Request form, with an attached written request explaining the situation in detail and how your parent's ability to contribute to your education is affected. We will notify you if we need more information.