Rensselaer Polytechnic Institute
Change of Family Circumstances
2023-24 Award Review Request

Office of Financial Aid
Academy Hall
Rensselaer Polytechnic Institute
110 8th Street
Troy, NY 12180-3590

STUDENT NAME AND RIN (Rensselaer ID Number) MUST APPEAR ON ALL ATTACHMENTS

Student Name: _____ Rensselaer ID (RIN): _____ EMail: _____	
Enrollment Status (check one): ____ New, Incoming Student ____ Current, Returning, or Re-enrolling student.	

About Eligibility Review Request Processing:

1 **Documentation Required: Provide documentation that supports your financial and personal information statements.**

   Incomplete requests may be delayed or returned.   Additional information will be requested when necessary.

   Example: Student provides parent wage data, but there is no parent signature: Review delayed until signatures received for parent data.

   Example: Family statement indicates child support is being received but $0 is reported in the financial section: Additional follow-up required.

2 **Descriptive Statement:** You must provide a written description about your current financial situation.
   Example: If you are reporting a reduction in wages due to COVID-19 economic impacts in 2020 let us know if you returned to work before
   the end of 2020; if you have not returned to work or are working but earning less, describe your current or planned income environment.

3 **Signatures:** The student and/or parent(s) providing financial data must sign the review form.

4 **Notification of Outcome:** If we are able to make a revision to your aid, a notification will be sent when the review is completed

Return your documents to the address above, fax (518) 276-4797, or upload- https://admissions.rpi.edu/aid/upload

A *Who is Experiencing the Loss of Income?*	Parent 1 on FAFSA	Parent 2 on FAFSA	Student or Spouse
Name of person proving FAFSA income data	_____	_____	_____
Reason for Loss of Income (check all that apply):			
Loss of Employment	_____	_____	_____
Forced Reduction to Paid Work Hours	_____	_____	_____
Change of Job with Reduction in Pay	_____	_____	_____
Loss of Business Income			
One-Time Pension Withdraw or Roll-Over	_____	_____	_____
Other: _____	_____	_____	_____
Start Date of Income Reduction:	_____	_____	_____
End Date of Income Reduction:	_____	_____	_____
COVID-19 Pandemic Impact If person became unemployed due to COVID-19 pandemic impact to economy, have they returned to the same employer with same/similar pay as before?	Y / N	Y / N	Y / N

* *Report Adjusted Gross Income, Not Net Income after Deductions.*

* *Report Taxes Paid and retained by IRS, Not Withholdings from W-2 Statements.*

* *Provide copies of 2022 Federal 1040 and/or other year-end documents to support your numbers.*

* *Provide employer letters or other "agency statements" that may help our understanding of your current financial situation.*

* *Continue to the next section to provide your 2022 tax year income data.*

2022 Tax Year Data	Parent 1 on FAFSA	Parent 2 on FAFSA	Student & Spouse
	Prior to Actual 1040 Filing Provide Estimated Data and 2022 Year-end Financial Documents		
Did or will you file 1040 "Schedule 1" for Additional Income types? *(This is not Schedule A for Itemized Deductions)*	Y / N	Y / N	Y / N
1 **Adjusted Gross Income from 2022 Federal 1040 Tax Form** *(If a joint return was filed, note AGI under Parent 1 only)*	$ _____	$ _____	$ _____
Employment Income / Wages	$ _____	$ _____	$ _____
Interest / Dividend Income	$ _____	$ _____	$ _____
Allimony Received	$ _____	$ _____	$ _____
Business or Rental Property Income	$ _____	$ _____	$ _____
Unemployment Compensation	$ _____	$ _____	$ _____
Taxable Social Security Benefits	$ _____	$ _____	$ _____
Taxable Pension or Retirement Distributions	$ _____	$ _____	$ _____
Other: _____	$ _____	$ _____	$ _____
2 **Total Taxes Paid: From 2022 Federal 1040**	$ _____	$ _____	$ _____
3 **Untaxed Income: Provide 2022 Year end totals.**			
Child Support Received	$ _____	$ _____	$ _____
Public Assistance (TANF)	$ _____	$ _____	$ _____
Untaxed Pension or Retirement Distributions	$ _____	$ _____	$ _____
Untaxed Social Security Benefits (type: _____)	$ _____	$ _____	$ _____
Pre-Tax Retirement Account Contributions	$ _____	$ _____	$ _____
Other: _____	$ _____	$ _____	$ _____
4 **Value of Necessary Expenses Paid for by Others**			
Mortgage or Rent Payments Made on Your Behalf	$ _____	$ _____	$ _____
Value of Utility Bills Paid on Your Behalf	$ _____	$ _____	$ _____
Vaule of Additional Required Bills or Expenses Paid By Others	$ _____	$ _____	$ _____

You Must Provide Copies of both Parent and Student Year End Income Documentation to Support Data Provide.

Your review will not be completed until 2022 income documentation or non-filing statements are received.

C | **SIGNATURES:**

	Signature	Date
Sign here to indicate your agreement that all **Student**	_____	_____
information provided about you within this **Spouse / Parent 1**	_____	_____
request are true to the best of your knowledge. **Parent 2**	_____	_____

Please return this form and all supporting documents to the address above, fax (518) 276-4797, or upload to https://admissions.rpi.edu/aid/upload. Incomplete forms will delay the processing of your request.