



Student's Name \_\_\_\_\_

Student's Tulane ID \_\_\_\_\_

(If Tulane ID unknown, student's SSN: \_\_\_\_\_)

**Introduction:** Use when seeking additional financial aid due to a significant change (defined as 15% or more) in the family's income and/or assets.

Parents of dependent students whose financial situation has changed from the filing time of the Free Application for Federal Student Aid (FAFSA) and the CSS Profile form may request review of the student's need for assistance. Significant changes, with accompanying loss of income (a significant loss of income is defined as a decrease of 15% or more from the prior calendar year), such as unemployment, death of a family member, change in marital status, and serious illness, can be considered with appropriate documentation.

Parents are **required** to attach supporting documents to this form that verify the accuracy of the information provided. Please make sure the student's name is noted on the top of each document. Some examples of acceptable documentation includes the following: check stubs, legal divorce or separation papers, death certificates, and eligibility for workmen's compensation. In addition, please note that **federal verification is required before any changes can be made to FAFSA information**, which means we would need to have on file an appropriate completed Verification Worksheet (available for download from our website), tax return transcript information, and W-2 information, as well as any additional information requested.

**Part I: Income**

Please complete all items included in each category (if zero, write "0" - do not leave blank). The "Actual 2022 Income" column refers to items as reported on the 2024-2025 FAFSA and/or 2024-2025 CSS Profile. The "Actual 2023 Income" column refers to 2023 calendar year income (reflecting a change in your financial situation). The income information you provide must be an accurate representation of the data on your 2023 federal income tax return.

**IMPORTANT:** *If completing this Part I: Income section, a signed completed copy of the parents' 2023 federal income tax return MUST either accompany this submission or be on file with the Tulane University Financial Aid Office. Any reconsideration request based on a 2023 income decrease without the proper 2023 federal tax documentation is incomplete and ineligible for review! Tulane recognizes that the filing deadline for a 2023 federal income tax returns is scheduled to be April 15, 2024, however since such completed tax returns are required when reviewing an income loss, we encourage the completion of 2023 federal tax returns as soon as possible so that copies are able to supplement this reconsideration request.*

**A. Taxed Income Information**

Type of Income	Actual 2022 Income	Actual 2023 Income
Father's Wages and Salaries		
Mother's Wages and Salaries		
Interest & Dividend Income		
Business Income		
Capital Gain (or Loss)		
Pensions, Annuities		
Rents, Royalties, Estates, Trusts, Partnerships		
Farm Income		
Unemployment Benefits		
Other Taxable Income (Itemize)		
<b>Total Taxable Income</b>		



**Part II: Assets**

Type of Asset	Reported Value	Current Value

**Additional Asset Information**

If an asset value has changed since filing the FAFSA and the CSS Profile form, explain the circumstances that resulted in the change and provide documentation of the current value for each item.

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**Part III: Extraordinary Expenses or Debt**

Type of Debt/Expense Incurred	Date of Debt/Expense Incurred	Amount of Debt/Expense Incurred	Current Total Amount Owed	Amount to be Repaid During 07/01/23-06/30/24

**Additional Extraordinary Expenses or Debt Information**

Non-discretionary expenses or debts may be considered. Some examples of allowable expenses include funeral costs, moving, costs, job related unreimbursed by employer expenses, and handicapped child expenses. Explain the circumstances that resulted in the expense or debt and attach supporting documents.

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### Closing Comments and Signature

We will review your request for reconsideration carefully. After taking into consideration any allowable special circumstances, if we determine that additional need exists, we will try to offer adequate additional funding to meet that need. Unfortunately, we cannot guarantee that adequate funds will be available.

**If you completed Part I: Income of this form, then copies of parents' signed 2023 Federal income tax returns MUST either accompany this submission or be on file before any review of this reconsideration is able to occur.**

If you complete other parts of this form, then please note that it is very important that the information you provide be as reasonable an estimate as possible to assure accuracy. Tulane may request and require the submission of additional documentation to support the data that you have provided.

Please sign below.

I read and understand the instructions and the conditions of the reconsideration. In case of additional changes in the family's financial situation, I will notify the Tulane University Financial Aid Office promptly. My signature below indicates that all the information provided by me in this application is correct and honestly presented.

Father's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Mother's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Father's Name: \_\_\_\_\_

Mother's Name: \_\_\_\_\_

Address: \_\_\_\_\_

Parent Phone Number: \_\_\_\_\_ Parent E-Mail: \_\_\_\_\_

Student's Name \_\_\_\_\_ Last 4 digits of student's SSN # \_\_\_\_\_

Student ID (if known) \_\_\_\_\_

**Preference is to upload this form and necessary documentation via: <https://finaidforms.tulane.edu/Home/Account/Login>**

Or otherwise

**Mail to: Tulane University Financial Aid #1370, 6823 St. Charles Avenue, Gibson Hall Suite #130, New Orleans, LA 70118**

**Please remember to attach all appropriate documents with the student's name at the top of each document!**