



FINANCIAL AID SERVICES

Sandel Hall 115 | 700 University Avenue, Monroe, LA 71209

Phone: (318) 342-5320

Email: finaid@ulm.edu | URL: <http://finaid.ulm.edu>

2022-2023 RECONSIDERATION REQUEST

Student Information:

Last Name: _____ **First Name:** _____ **CWID:** _____

Email: _____ **@warhawks.ulm.edu** **DOB:** _____ **Phone #:** (_____) _____

Students are able to request a review of their FAFSA information based on unique extenuating circumstances that changed for themselves or their parent(s) after the tax year used with FAFSA. ULM Financial Aid Services will review the documentation submitted to determine if a student is qualified for a change in their information.

Some of these extenuating circumstances include, but are not limited to:

- ★ Loss or change of employment
- ★ Death of Spouse
- ★ Divorce or separation since FAFSA was originally filed
- ★ Loss or change in amount of child support, taxable Social Security, other taxable income or a significant change in income.

Circumstances that are NOT considered to be extenuating include, but are not limited to:

- ★ Standard living expenses
- ★ Credit card or other personal debts
- ★ Car payments
- ★ Mortgage payments
- ★ Vacation expenses

If you feel you have an extenuating circumstance and wish to have the information reviewed, you (and parent(s), if applicable) will need to complete the steps below. Requests will not be reviewed until **ALL** required documentation is received. Submitted documentation will not be returned. Do not submit originals. As your request is being processed, you may be required to submit additional documentation pertaining to your circumstance.

The verification process must be completed in its entirety, based on the FAFSA tax income year, before submitting a Reconsideration Request.

All requests for review are required to submit the following information, in addition to documentation requested based on the extenuating circumstance. You must provide:

1. Personal Statement: Submit a typed, detailed statement explaining the circumstance. Please include all information pertaining to the circumstance. Your letter must be signed in your handwriting, not electronically signed. Parent or student may complete this step.
2. Documentation: Submit all required documentation for the extenuating circumstance you feel best represents you and your situation. Such as taxes, W-2s, 1099s, Supplemental Income, Unemployment statements, Retirement, life insurance or any lump sum additional funds. Additional documentation may be requested once original request has been reviewed. If you are submitting a tax return instead of the transcript, please make sure it is signed.

The Reconsideration Request review process takes approximately 3 to 4 weeks* from the time **ALL** required documentation has been submitted. All decisions made by ULM Financial Aid Services concerning special conditions are final. The student will be notified of the decision through their ULM Warhawk e-mail address or phone call.

Student and parent must certify the following with a signature:

- ✓ The information I have provided on this Reconsideration request is true and complete to the best of my knowledge.
- ✓ The Reconsideration review process is based upon the estimated income and documentation I have provided for the upcoming year. If the actual income of that year is greater than ten (10) percent of the estimated income, my dependent may be denied future adjustments.
- ✓ I have not knowingly or intentionally provided any fraudulent documentation. I understand if I am found to have knowingly or intentionally given false statements or fraudulent documentation, my dependent's request will be denied and I may be fined, be sentenced to jail, or both, and my dependent may be required to repay any and all financial aid received.
- ✓ I understand that I must inform my financial aid counselor if any circumstances change for the current year (after my review has been approved).

Student signature & Date (not electronic, must be handwritten)

Parent signature & Date (not electronic, must be handwritten)