



# Financial Assistance

## 2007-2008 Revision Request Form

Student Name: \_\_\_\_\_ Falcon ID: W \_\_\_\_\_

This form is used to request a revision to your eligibility for 2007-2008 financial aid. If you feel that your financial situation for 2007 is not the same as reported on the FAFSA because of unusual circumstances, you can appeal to the Financial Assistance office to have your eligibility reviewed. UWRF must have a completed 2007-2008 FAFSA on file before this form can be completed. Evaluation appeals may take several weeks to process. You will be notified by mail if an adjustment is made to your financial aid award or if your request is not approved.

\*\*\*Please be aware that a revision request does not guarantee an increase in your financial assistance.

**NOTE: All revision requests must include:**

- A detailed explanation of the situation including exact dates.
- 2006 signed copy of Federal tax return and W-2 statement for persons reporting change in financial situation.

Check all that apply. You must provide all supporting documentation requested as details are required to accurately predict your financial situation.

- Unemployment, or change, or reduction in employment  
**Revisions due to change of employment income will not be reviewed until after July 1, 2007.**
  - a. Copy of most recent pay stub
  - b. Proof of unemployment benefits received or to be received in 2007
  - c. Completed Revision Request Worksheet
- Divorce or Separation
  - a. Provide a copy of the divorce decree (if available) or a letter from the participating attorney stating your marital status
  - b. Documentation confirming separate residences (leases, utility bills, etc.)
  - c. Completed Revision Request Worksheet
- Death of Parent/Spouse
  - a. Provide copy of death certificate, obituary, funeral program
  - b. Describe survivor benefits, if received
  - c. Completed Revision Request Worksheet
- Substantial Medical/Dental Expenses
  - a. Copies of receipts showing bills have been paid not by insurance
  - b. Provide Schedule A from federal tax return
- One Time Income
  - a. Provide an itemized statement of how that income was spent/invested or reason for indebtedness
  - b. Copy of 1099-R (if available)
- Other
  - a. Include in your detailed explanation the nature of the circumstance and any relevant documentation you feel supports your request for a revision.

**Please complete the revision worksheet if a required document. Signatures are required even if the worksheet does not need to be completed.**

# Revision Request Worksheet

**This worksheet can not be submitted without a completed Revision Request form and appropriate documentation.**

**Revisions due to change of employment income cannot be submitted until after July 1, 2007.** Enter actual income for the months January through June or through current month if after June. Estimate the income for future months. If you had income other than wages, please report under other income and from which person of the family. Please report the source of other income as well. Documentation will be necessary for all amounts reported.

2007	Gross Wages				Other Income	Family Member	Source of other income ex: disability, cash, etc.
	Student	Spouse	Father	Mother			
January							
February							
March							
April							
May							
June							
July							
August							
September							
October							
November							
December							
<b>Total</b>	\$	\$	\$	\$	\$		

\* If the loss of income is due to the death of your spouse or parent, provide information regarding yourself or your surviving parent (if applicable).

\*\* If the loss of income is due to divorce or separation, provide information regarding yourself or your custodial parent (if applicable).

I certify the information on this request to be complete and accurate to the best of my knowledge. Signatures are required by the student and any applicable party involved with this revision.

\_\_\_\_\_  
Student's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Father's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Spouse's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Mother's Signature

\_\_\_\_\_  
Date

Submit this form and all supporting documents to the UWRF Financial Assistance office.  
315 North Hall ◻ 410 S. Third Street ◻ River Falls, WI 54022 ◻ (715) 425-3141