

UMFK

Special Circumstances (Cover Letter)

Policy and Procedures:

Request for Reconsideration of Family Contribution Due to Change in Income

A student and/or parent who has/have experienced a **substantial** reduction in income from the FAFSA base year to the first calendar year of the award year may request reconsideration based on the actual and estimated income for that first calendar year.

The person whose income change is being reconsidered must complete all questions in his/her respective column on the "Request for Reconsideration of Family Contribution Due to Change in Income" form, provide an explanation, complete and sign the form, **provide all supporting documents** and **do not leave lines blank. If the answer is zero enter a zero.**

If the base year tax return has not already been submitted, a signed copy of all pages of the base year federal income tax return must accompany the request.

Although UMFK will make every effort to increase financial aid when there is a decrease in Expected Family Contribution (EFC), any such increase depends upon available funding and program regulations.

