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**STUDENT NAME**

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**BRANDMAN ID NUMBER**

You may request reconsideration of your financial aid award if your family's financial circumstances have changed significantly or you have special circumstances that were not reported on your initial financial aid application. Changes resulting from this review do not guarantee an increase in aid.

**What is the change in circumstances? (check all that apply)**

- ☐ **COVID-19** Related Job Loss or Change in Employment *Related to employment changes after **March 13, 2020***
- ☐ Termination of employment or other employment change
- ☐ Retirement
- ☐ Disability
- ☐ One-time income on 2019 tax return (e.g., back pay, capital gain, retirement withdrawal)
- ☐ Loss of untaxed income (e.g., child support, Social Security, unemployment benefits)
- ☐ Recent separation/divorce
- ☐ Unusual medical/dental bills
- ☐ Expenses associated with the care of an elderly parent or grandparent
- ☐ Repayment of parents' education loans
- ☐ Other circumstances (explain in personal statement)

**Supporting documentation included (check all that apply)**

- ☐ Termination/severance letter
- ☐ Most recent paystub showing new/changed salary
- ☐ Final paystub from previous employer
- ☐ Statement of unemployment benefits
- ☐ 2020 federal income tax return
- ☐ Copy of medical/dental bills showing unreimbursed expenses
- ☐ Statement of disability benefits
- ☐ Other: \_\_\_\_\_

**Attach a personal statement**

You must attach a personal statement explaining the circumstances on which your review request is based and their effect on your or your family's ability to contribute toward your education costs. Please provide as much detail as possible to help us better understand your financial situation.

**Substantial changes in 2020 or 2021 income**

If your review request is based on a substantial **change to your parent(s) income in 2020:**

- Include a copy of your parent(s) 2020 federal tax return along with your documentation.

If your review request is based on a substantial **change to your parent(s) income in 2021:**

- Itemize below all sources of income, both taxed and untaxed, that you expect to receive in 2021. Use pre-tax income figures and include a number for each item; if the amount is zero, put \$0.

**Anticipated 2021 income source:**
**2021 pre-tax amount:**

Parent 1's wages, salaries, tips (Parent name: _____ )	\$ _____
Parent 2's wages, salaries, tips (Parent name: _____ )	\$ _____
Interest income or dividends	\$ _____
Alimony received	\$ _____
Net income from business or farm	\$ _____
Net rental income (or loss)	\$ _____
Pensions, annuities, royalties, partnerships, estates, trusts, etc.	\$ _____
IRA distributions	\$ _____
Capital gains (or losses)	\$ _____
Unemployment compensation, severance pay, etc.	\$ _____
Other taxable income (specify sources: _____ )	\$ _____
Child support received	\$ _____
Contribution to tax-deferred retirement plans (401k, 403b, etc.)	\$ _____
Untaxed disability income or Social Security Income	\$ _____
Other untaxed income (specify sources: _____ )	\$ _____
<b>TOTAL:</b>	<b>\$ _____</b>

I CERTIFY THE SUBMITTED INFORMATION IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF. I HAVE READ EACH SECTION AND HAVE PROVIDED THE REQUIRED DOCUMENTATION. I UNDERSTAND THAT UNDERESTIMATING PROJECTED INCOME COULD RESULT IN REDUCED ELIGIBILITY AND/OR REPAYMENT OF AID AND/OR DENIAL OF FUTURE REVIEWS/APPEALS.

 \_\_\_\_\_  
 STUDENT'S SIGNATURE

 \_\_\_\_\_  
 DATE

 \_\_\_\_\_  
 PARENT'S SIGNATURE

 \_\_\_\_\_  
 DATE

Submit completed form with supporting documents to:

**Fax:** 866-659-1147    **Mail:** Brandman University, Financial Aid Office, Third Floor 16355 Laguna Canyon Rd, Irvine, CA 92618