

**2021-2022 Request for Re-Evaluation**  
*Dependent Students*

Student Name: \_\_\_\_\_

VCU ID #: V \_\_\_\_\_

If you have experienced a loss of income or COVID-19 related disruption, please submit this form and supporting documents to substantiate your circumstances. The office will re-evaluate your financial aid eligibility, if you have submitted your 2021-2022 Free Application for Federal Student Aid (FAFSA) to VCU. The submission of this appeal form does not guarantee additional consideration for financial aid programs.

**If your situation (student, parent(s), or both) meets the circumstance detailed below, please submit:**

- A copy of the applicable person(s) 2020 Federal Tax Return Transcripts or a signed copy of the federal tax returns, if you are requesting that we update the FAFSA information to reflect this tax year.
- Copies of the applicable person(s) W-2(s) for 2020.

**Reason for Re-Evaluation Request**

*Please check the box and submit all required documentation that applies to your circumstance.*

<i>Special Circumstance</i>	<i>Additional Documentation Needed (submit documentation for all boxes below)</i>
<input type="checkbox"/> Loss of Wages or Employment <ul style="list-style-type: none"> <li><input type="checkbox"/> Termination, Layoff, or Company Closing</li> <li><input type="checkbox"/> Retirement</li> <li><input type="checkbox"/> Disability</li> <li><input type="checkbox"/> Job Change or Permanent Relocation in Work Hours</li> <li><input type="checkbox"/> Loss of Benefits (taxable social security, untaxed court-ordered child support, or other untaxed benefits)</li> </ul>	Name of Parent: _____ Effective Date: _____  <input type="checkbox"/> Letter from employer stating effective date of separation, termination, or job change <input type="checkbox"/> Last paystub, if change occurred in 2020 or 2021 <input type="checkbox"/> Most recent paystub from all income earners in household <input type="checkbox"/> Unemployment benefit documentation (must be dated within 90 days of submission) <input type="checkbox"/> Severance payment documentation <input type="checkbox"/> Statement from company/agency explaining loss of benefits
<b>Detailed Explanation of Circumstances (<i>attach additional sheets if necessary</i>)</b>	

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**Verification of Household Information**

*You may skip this section if your FAFSA was selected for the verification process.*

List all members residing in your parent(s)' household, including:

- Yourself
- Your parent(s)
  - Include your step-parent if your custodial parent is legally remarried
  - Do not include a parent that does not live in the household if your biological/ adoptive parents are divorced or separated
- Other children, even if they do not live with your parent(s), who will receive more than half of their support from your parent(s) from July 1, 2021 through June 30, 2022, or if these children would be required to provide parental information when applying for Federal Student Aid.
- Other people, who are not your parent(s)' children, but who live with your parent(s) and will receive more than half of their support from your parent(s) between July 1, 2021 through June 30, 2022.

Full Name	Age	Relationship	College Enrollment (July 1, 2021 – June 30, 2022, excluding parents' college)
		Self	VCU

By signing below,

- We certify that all the information contained on this form, and all documentation provided, is accurate and complete to the best of our knowledge.
- We agree to provide additional information if it is required.

Student Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Parent Signature: \_\_\_\_\_

Date: \_\_\_\_\_

***Please submit this form and all supporting documentation directly to the Student Financial Management Center.***

**In Person:** Harris Hall, First Floor

**Mail:** VCU Student Financial Management Center  
Harris Hall, 1015 Floyd Avenue, First Floor  
Box 843026  
Richmond, VA 23284-3026

**Fax:** (804) 827-0060

**Email:** Log in to Navigate at [vcu.navigate.eab.com](http://vcu.navigate.eab.com) to email your financial counselor or contact the Student Financial Management Center at [sfmc@vcu.edu](mailto:sfmc@vcu.edu).



**VCU** Financial Aid  
Student Financial Services