



Department of Financial Aid
 115 Aycock Hall
 Carrollton, Georgia 30118-4420
 Division of Student Affairs and Enrollment Management

DEPENDENT 2009-2010 INCOME REDUCTION REQUEST

STUDENT: _____ **UWG ID#:** _____

The Department of Financial Aid at UWG has authority from the Department of Education to reduce income for students whose parents have experienced a major loss of income due to situations beyond their control.

Listed below are types of situations we will consider. However your parents must experience at least a 20% reduction of their overall income to be considered. Quitting or resigning from a job is not a valid reason and will not be considered unless there were extenuating circumstances.

Reduction requests for the loss or change in employment must include year to date income information. Fall Semester 2009 will be processed after July 1, 2009 (must report income from January 1st to present). Spring Semester 2010 will be processed after January 2, 2010 (must report year to date income for 2009).

In addition to the required documents listed under each situation you must also provide the following:

- ___ Student/parent **signed** 2008 federal tax return & W-2's
- ___ 2009-10 Income Summary/Household Expense Form
- ___ 2009-10 Federal Dependent Verification Form
- ___ Detailed statement explaining your situation

- ___ **Unemployment or change in employment**
 Provide a copy of the separation notice or letter from employer regarding date of separation
 Provide letter of eligibility from The Department of Labor (If eligible for benefits)
 Provide a copy of affected parent's last pay stub (if they have earned income in 2009)
- ___ **Divorce**
 Provide copy of divorce decree
- ___ **Death of parent**
 Provide copy of death certificate
- ___ **Disability of parent**
 Provide letter from doctor regarding the date of disability and projected date to return to work
 Provide documentation of disability benefits
 Provide copy of the affected parent's last pay stub (if they have earned income in 2009)
- ___ **One-time income (IRA withdrawal, sell of house, etc.)**
 Provide copy of 2008 form 1099 and/or schedules as reported on 1040 tax return.
 Identify the source of One-time income _____

ANTICIPATED INCOME FOR 2009	MOTHER	FATHER
Wages, salaries, tips (include severance pay, disability pay and work)		
Other taxable income (unemployment benefits)		
Untaxed Social Security benefits		
Child Support received		
Other untaxed income		

Parent's Signature: _____ **Date** _____

WARNING: If you purposely give false or misleading information on this form, you may be fined, be sentenced to jail, or both.