

## **Student Aid Index (SAI) Adjustment**

### **Request for Review of FAFSA Financials (SAI)**

**IMPORTANT:** You must file a 2024-2025 Free Application for Federal Student Aid (FAFSA) and receive a College Financing Plan before submitting this form.

Complete this form if you have extenuating circumstances which have resulted in a reduction in resources or a decrease in disposable income for calendar year 2022, 2023 or 2024 which will impact your family's ability to contribute toward your educational expenses. Submit your application (pages 2 and 3) with the specific documentation listed for your circumstance on page 4 and 5.

The university will only consider reductions in income for the circumstances listed in Sections A, B or C on the application. The following circumstances will not be considered for a reduction in income:

- Multiple children in college
- Tuition paid for elementary/secondary private school
- Unusual expenses related to personal living (e.g. bills for repairs, wedding expenses, credit card bills, home mortgage or school loan payments, car payments, legal expenses, other miscellaneous consumer item expenses)
- Reductions in income resulting from bankruptcy proceedings
- Foreclosure of your primary home
- Pension/IRA distributions (non-rollover)
- Medical expenses incurred but not paid

If the reason you are requesting a review is listed above, do not complete this form.

If you have questions regarding this process after reading through this document please contact the One Stop Office via email at [verification@rider.edu](mailto:verification@rider.edu).

## Request for Review Application

### Special Circumstances

Student Name: \_\_\_\_\_ Bronc ID#: \_\_\_\_\_

Complete Mailing Address: \_\_\_\_\_

Student's phone #: \_\_\_\_\_ Student's Rider email address: \_\_\_\_\_

#### A. Reduction of Income:

Please check the reason(s) that best describes your current situation. Indicate who suffered the change and the date that this change occurred. *Leaving this information blank may delay the processing of your request.*

- *Loss of Employment or Wages: (Rider University policy indicates that the university does not consider a job loss until 6 months after the separation date.)*

<input type="checkbox"/> Student	<input type="checkbox"/> Spouse	<input type="checkbox"/> Parent 1	<input type="checkbox"/> Parent 2
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Last date of employment: _____	Date expected to return to work: _____
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- *Loss of Unemployment Compensation or Untaxed Income or Benefits:*

<input type="checkbox"/> Student	<input type="checkbox"/> Spouse	<input type="checkbox"/> Parent 1	<input type="checkbox"/> Parent 2
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Which type of benefits have ended: _____	Date: _____
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- Separation or Divorce of Parents or Student & Spouse:

Your parents or you and your spouse have separated or divorced since filing the tax return for the year indicated on the FAFSA and/or since the FAFSA was filed.

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

- Death or Disability of Parent(s) or Student's Spouse:

<input type="checkbox"/> <i>Spouse</i>	<input type="checkbox"/> <i>Parent 1</i>	<input type="checkbox"/> <i>Parent 2</i>
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**B. Unusual Expenses:**

- Unusual medical/dental expenses claimed on schedule A of the tax return for the tax year indicated on the FAFSA.

**C. Rollover of IRA or Pension fund:**

- A rollover of IRA or pension funds for the tax year indicated on the FAFSA.

**D. Change in housing status:**

- You and/or your family are now homeless.

Please provide any additional information to support your petition:

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent/Spouse Signature

\_\_\_\_\_  
Date

## Required Documents for Request for Review

These documents should be uploaded via the [One Stop Document uploading system](#).

You must submit the home copy (not IRS Transcript) of the 2022 federal tax returns, all pages and schedules 1-3, A, B, C, D, E, F; no state return, no worksheets. Typically, the tax return is 2-10 pages.

In addition to the 2022 federal tax returns, please submit the documentation indicated below as required to support your request:

Loss of Employment or Wages:

- Statement (on company letterhead) from prior employer(s) state termination date (if applicable), AND
- Last pay stub(s) from all prior position(s), including vacation and severance pay, AND
- Most recent pay stub for current employer(s) (if applicable), AND
- Documentation of Unemployment benefits with amount or denial. Unemployed person must file.

Loss of Unemployment Compensation or Untaxed Income or Benefits:

- Statement from agency that terminated benefits indicating date of termination and total amount of benefits received for the current year

Separation of Parents or Student & Spouse:

- Copy of legal separation document, OR
- Proof of different legal residence for the party who left the household (driver's license, apartment lease, utility bill (not a cell phone bill), etc.)
- Documentation of spousal and/or child support, if applicable

Divorce of Parents or Student & Spouse:

- Divorce decree with spousal and/or child support documentation

Death of Parent(s) or Spouse:

- Death Certificate, OR
- Obituary notice, OR

- Bill from funeral home

Disability of Parent/Student/Spouse:

- Amount of benefits (short and/or long term) received since disability began, AND
- Documentation of all other income earned or received for the current year

Unusual Medical/Dental Expenses:

- Schedule A from the Federal 1040 form for 2022 as applicable, OR
- Credit card statements, receipts marked paid or statement from the medical provider listing all payments

Rollover of IRA or pension funds:

- 1099-R form AND
- 2022 federal 1040 tax return page 1

Change in housing status:

- Letter from homeless shelter you are living in