



2024-25 Request to Consider Special Circumstances for Financial Aid Reconsideration

DEADLINE TO SUBMIT FOR POSSIBLE 2024-2025 FINANCIAL AID CHANGES = DECEMBER 31, 2024

STUDENT NAME _____ VU ID# (or SSN) _____

If you or your parent have unusual expenses or one-time income or an income change different from the FAFSA information, you may qualify for a re-evaluation of eligibility. Special circumstances include, **but are not limited to**, the following:

- Reduction in household income (i.e. job loss or salary reduction, retirement, death of wage earner, etc.); generally, the total income reduction should be at least 20% less than actual 2022 calendar year income
- Legal separation/divorce after filing the 2024-25 FAFSA
- 2023 out-of-pocket, **paid** medical expenses* generally, at least 20% of 2023 AGI (*not covered by insurance, HSA, etc.)
- Parent will attend college in 2024-25; tuition expenses of at least \$5000 out of pocket
- K-12 tuition to be paid during 2024-25 school year for student's siblings or student's dependents; at least \$5000 out of pocket expense
- Parent is making their own student loan payments or PLUS Loan payments for the student or student's siblings

NOTE: More than one circumstance may be combined to achieve minimum \$ thresholds.

Circumstances must be communicated in writing with *specifics* concerning the particular situation, such as date income decreased, amounts, etc. Please use the space below to explain circumstance(s). Attach additional pages as necessary.

Additional paperwork will be requested and must be completed before the re-evaluation will be considered.

Documentation will be required for all circumstances (we will let you know exactly what you need to submit based on the specific circumstance).

Student Signature _____ Date _____

OR

Parent Signature _____ Date _____

Electronic signatures may be provided if this form is submitted using student's Viterbo email. An actual signature is required if you choose to use any other email.

Please submit to:

(Email) financialaid@viterbo.edu or

(Postal mail) Viterbo University-Financial Aid Office 900 Viterbo Drive La Crosse WI 54601