



# 2025-26 Change of Circumstances Appeal

[Financial Aid Website](#) Phone: 253-288-3392 [Student Affairs Building, Room 231](#) Email: [финаid@greenriver.edu](mailto:финаid@greenriver.edu)

## Appeal Information

The Financial Aid Office uses information from a student's FAFSA or WASFA application to create an initial financial aid package. Because the FAFSA and WASFA are based on tax and income details from past years, they might not show your family's current financial situation. We created this form so you can tell us about any changes since the end of 2023 which might let us increase your aid award. It's a good idea for you to submit this form right away, rather than waiting until you have received a financial aid offer letter in your email. If we can increase your financial aid offer, we will notify you via your preferred email selected in ctcLink.

\*\*The last day to submit a Change of Circumstance Appeal for the aid year is the 10<sup>th</sup> day of Spring quarter.

## Instructions

- Complete the 2025-26 FAFSA or WASFA using 2023 tax and income information.
- Provide a brief description of your financial circumstances on the next page of this form.
- Upload this appeal and supporting documentation to the Financial Aid Office using our [secure document upload tool](#). We don't accept forms sent by email for security reasons.
- After you submit this form, you will be contacted by a member of the Financial Aid Office for additional documentation to support your appeal. This is required by the Department of Education in order to consider your change. **Your appeal will not be reviewed until we have received all of the required documentation.**

New file awarding takes priority over Change of Circumstance Appeal review. Please allow up to 13 weeks for this request to be processed.

## Student Information

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Last Name	First Name	M.I.	ctcLink ID number
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Email Address	Phone Number
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Date of Change/Loss of Income (mm/dd/yyyy)

## Information about Circumstances

Did you/your family experience...  
(Check all that apply)

- Loss of employment in the past year
- Reduction in wages or other income (taxed or not) in the past year
- Divorce or separation **after you filed** your FAFSA or WASFA
- Death of a parent or spouse **after you filed** your FAFSA or WASFA
- Retirement **after filing** 2023 taxes
- Other: Your financial hardship is not listed above

**Provide a description of your financial circumstances. Attach supporting documentation. Your appeal will not be reviewed until we have received all of the required documentation.**

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## Certification and Signatures

By signing this form, I certify that the information provided in this application and other financial aid documents is true and correct to the best of my knowledge. If requested, I agree to provide documentation to support the information I have provided on this form. I understand that purposely giving false or misleading information may result in fines, imprisonment, or both.

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<b>Student First and Last Name</b>	<b>Student Signature</b>	<b>Date</b>
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<b>Parent First and Last Name (For Dependent Students)</b>	<b>Parent Signature</b>	<b>Date</b>
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*Typed signatures will not be accepted. Signatures must be drawn electronically or signed with a pen. Contact our office if you are unable to provide a parent signature due to special circumstances.*

## How to Submit This Form

- Upload this form and any required documents via [our secure document upload tool](#). Documents submitted via email will not be accepted for security reasons.
- OR
- Visit the Financial Aid Office in-person in the Student Affairs Building, Room 231 during our operating hours to return the completed form. Check [our website](#) before coming to campus to ensure our office is open when you will be here.