



INCOME ADJUSTMENT DOCUMENTS

Parent/Student/Spouse unemployed at least 3 months

1. Statement from student
2. Statement from person now unemployed
3. Copy of termination letter
4. Copy of severance agreement
5. Copy of final pay stub
6. Copy of unemployment benefits summary
7. Verification documentation (tax transcript, W2s and verification worksheet)

Death of Parent/ Spouse

1. Statement from student
2. Copy of death certificate
3. Summary of death benefits
4. Statement from surviving parent
5. Verification documentation (tax transcript, W2s, and verification worksheet)

Divorce/Separation of Parents (or student and spouse)

1. Statement from student
2. Copy of divorce/separation agreement
3. Verification documentation (tax transcript, W2s, and verification worksheet)

Parent/Student/Spouse becomes disabled

1. Statement from student
2. Statement from disabled person
3. Copy of disability benefits
4. Copy of last pay stub
5. Verification documentation (tax transcript, W2s, and verification worksheet)