

# Buffalo State University

Banner ID: \_\_\_\_\_

Student Phone: \_\_\_\_\_

Name: \_\_\_\_\_

Other/Parent Phone: \_\_\_\_\_

## 2024-2025 Loss of Income Form

### Instructions

Sometimes the Free Application for Federal Student Aid (FAFSA) does not adequately reflect a family's financial situation due to an extenuating circumstance. Buffalo State has the authority to make adjustments to information submitted on the FAFSA on a case-by-case basis. Please provide all requested documentation and any additional documentation that you believe would support your request.

Adjustments may be made in cases where the parent(s) of a dependent student or an independent student (or his/her spouse) experience a reduction in income. Adjustments will be made for a dependent student's change in income on a case-by-case basis.

**\*\* Requests must be made while the student is still enrolled in the academic year with sufficient processing time to have the review completed by the end of the enrollment period or end of the academic year, whichever happens first \*\***

### Reason for loss of income:

- Job termination
- Retirement
- Work hour reduction
- Permanent disability
- Job change

Effective date: \_\_\_\_\_

### Explanation of your situation:

Describe the circumstances surrounding your loss of income. Provide full details. Attach a separate sheet if necessary.

### Required Documentation

#### Dependent Students

If the change occurred in 2023, submit the following:

- Parent's signed federal 2023 tax return (include Schedules 1, 2, 3, C and E, if filed)
- Parent's 2023 W-2 and 1099 statements

If the change occurred in 2024, submit the following:

- Parent's last year-to-date paystub from 2024
- Parent's unemployment/severance statements from 2024

#### Independent Students

If the change occurred in 2023, submit the following:

- Student's (and spouse) signed 2023 federal tax return (include Schedules 1, 2, 3, C and E, if filed)
- Student's (and spouse) 2023 W-2 and 1099 statements

If the change occurred in 2024, submit the following:

- Student's (and spouse) last year-to-date paystub from 2024
- Student's (and spouse) unemployment/severance statements from 2024

**Other Income**

- ✓ If your loss occurred in 2024 you must answer the questions below using full-year 2024 figures (estimate as needed).
- ✓ If your loss occurred in 2023 or earlier, complete the chart below using full-year 2023 figures.

Select Year:  2023  2024

Source	Total Annual Amount
Child support received (for all children)	\$ _____
Child support paid (for all children)	\$ _____
Other sources (e.g., disability, severance) List Sources: _____	\$ _____

**Certification and Signature**

By signing my name below, I (we) hereby acknowledge that:

- ✓ All the information reported is true and accurate to the best of my (our) knowledge.
- ✓ I understand that if I (we) do not provide the documentation required, my request can be denied.
- ✓ I understand that I may submit only one request per academic year.
- ✓ If I provide false or misleading information, I understand that I may be fined, imprisoned or both.
- ✓ I understand that the Financial Aid Office can request additional documentation prior to making a decision regarding this request; including but not limited to 2023 and 2024 Federal Tax Return Transcripts and W2s.
- ✓ I understand that all decisions are final and at the discretion of Buffalo State's financial aid staff.

If you are a dependent student, at least one of your parents must sign this form.

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

Date \_\_\_\_\_

Parent Signature \_\_\_\_\_

Date \_\_\_\_\_

**SUBMIT THIS FORM AND ALL REQUIRED DOCUMENTS TO:**  
Financial Aid Office · MH 230, 1300 Elmwood Ave, Buffalo, NY 14222-1095  
[finaid@buffalostate.edu](mailto:finaid@buffalostate.edu) · (716) 878-4902 · fax (716) 878-4903