

CREIGHTON UNIVERSITY Financial Aid Office
2500 California Plaza, Omaha, NE 68178

PARENTS' ESTIMATED 2015 YEARLY INCOME

award year 2015-16

Student's Full Name (Please print) _____

Student's NET ID _____

Your parents indicated that the family income for the 2015 calendar year will be substantially less than the amount in 2014. So that we may consider using your parents' estimated income to determine your financial aid eligibility, we need documentation as to why and when the family's income decreased. **See back of this form.**

Parents' 2015 income is less than that from 2014 because of the following: (**Check all that apply with the date it became effective** and use the space below to explain in detail). Along with this form, attach documentation from a third-party that verifies the action indicated below.

Loss of employment: _____ **Separation / Divorce:** _____ **Loss of untaxed benefits:** _____ **Working fewer hours:** _____ **Other reason:** _____

To the best of your ability, indicate below the income actually earned to date this year (2015) and estimated income for the rest of the calendar year. Please complete each line below and **attach documentation** for entries. This could be in the form of pay stubs, information from your employer, copy of a court order or a letter from a social service agency. Also provide signed and dated copies of 2014 Federal tax transcript and W-2 form(s) if you have not already done so.

Parent 1 ↓
 Parent 2 ↓

Income Received from:	Actual To-Date \$\$	Estimated for remaining Calendar Yr \$\$	Actual To- Date \$\$	Estimated for remaining Calendar Yr \$\$	Year total (Actual- to- date plus estimated) \$\$
Earnings from Work					
Interest/ Div Income					
Business Income					
Farm Income					
Unemployment Benefits					
Soc Sec Benefits (taxable)					
Housing allowance military/clergy					
Alimony received					
Pensions / IRA					
Capital Gains					
Rental / Royalty					
Other Untaxed Inc. i.e.: Child Support					
Other (please explain)					

Grand Total: \$\$

I agree to provide Creighton University's Financial Aid Office with all documentation, as requested, to verify the information shown above. I understand that not providing this information will delay and/or suspend a final decision by the Financial Aid Office. All decisions made by the Financial Aid Office personnel are final with no additional option for appeal.

With my signature below, I certify that the information provided on this form and any supporting forms is true and correct to the best of my knowledge.

Parent Signature

Date signed

Student Signature

Date signed

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Special Circumstances Requests/Reviews Policy

Creighton University, as allowed by law, considers life changes that occur after the completion of the FAFSA. Special circumstances are reviewed on a case-by-case basis, and the university is limited regarding the adjustments that can be made. The Financial Aid Office must have the results of a valid FAFSA prior to any review. If requested documentation is not attached or items are missing, the form may not be processed. As such, if clarification of your situation is necessary, we may request additional information or documentation beyond the requested items below.

If you estimate that your 2015 income will be less than your 2014 income (reported on the FAFSA) due to

- loss of employment
- separation/divorce
- reduction in work hours/pay, (not including overtime or bonuses)
- extraordinary medical/dental expenses not reimbursed by insurance
- loss of income/benefits, etc.

then please provide the following:

- A separate page explaining the reduction in income
- A completed Estimated Yearly Income Form (to print the form go to www.creighton.edu/financialaid, click on Steps for Financial Aid, then Commonly Used Forms.)
- Applicable third-party documentation supporting the claim (such as copy of final paystub, copy of letter from employer, copy of benefits package, unemployment information, separation agreement, etc.).
- A copy of your 2014 federal tax return (including all applicable schedules).
- Copies of all 2014 W-2s
- Copy of the Creighton Verification Worksheet (go to www.creighton.edu/financialaid, Steps for Financial Aid, then commonly used forms).

If you have younger children who are attending private elementary, middle/jr. high, or high school and you are paying tuition for them, you may indicate the amount you are paying **out-of-pocket** on the Creighton Verification Worksheet. If additional documentation is required, we will ask you for it.

Please note that it is our policy not to consider a reduction in overtime pay, commission, bonuses, or one-time winnings. That will be reflected on the FAFSA for 16/17.

We also do not review income from those who are self-employed due to lack of official income documents that are able to be provided (paystubs).

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