



# REDUCED INCOME FORM 2025-2026

UNIVERSITY of WISCONSIN  
GREEN BAY

STUDENT'S LEGAL NAME \_\_\_\_\_

STUDENT I.D. NUMBER \_\_\_\_\_ DATE \_\_\_\_\_

The 2025-26 FAFSA required use of 2023 income information. This form can be completed by student/spouse, or parent who experienced a substantial change in income from 2023 to 2024.

**NOTE:** *If your change of income occurred in 2025, contact the financial aid office to speak with a financial aid advisor before completing this form.*

**Complete all steps.** Submit directly to the Financial Aid Office at UW-Green Bay with documentation as noted.

- 1) If you have not already done so,
  - a. Submit your 2023 Federal **Tax Return Transcript**. Request a free 2023 Tax Return Transcript online at [www.irs.gov](http://www.irs.gov), click "Get Your Tax Record," click "Get Transcript Online" and request the "**Return Transcript**" and **NOT** "Account Transcript" or request a transcript by calling 1-800-908-9946 **OR**
  - b. Submit a physically signed copy of your 2023 Federal Tax Return (physically signed Form 1040 pages 1 and 2, and if filed, Schedules 1, 2, and 3).
- 2) Provide an explanation of 2024 income changes (i.e. whose income changed and why?), or attach a separate letter of explanation of the changes:

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- 3) Provide documentation to support your reason for appeal. This could include a letter of severance (showing last day of work) from prior employer, copy of death certificate, copy of legal documents showing end to child support, etc. depending on your circumstances.
- 4) Provide a **physically signed** copy of your 2024 Federal Tax Return (signed Form 1040 pages 1 and 2, and if filed, Schedules 1, 2, and 3. Indicate the split of wages and income earned in 2024 below:

<b><u>TYPE OF INCOME</u></b>	<b><u>STUDENT</u></b>	<b><u>SPOUSE</u></b>	<b><u>PARENT 1</u></b>	<b><u>PARENT 2</u></b>
Employment wages (W-2)				
Net business income (Schedule C or E)				
Net farm income (Schedule F)				

- 5) Provide a listing of the sources and amounts of untaxed income received in 2024. (i.e. payments for untaxed IRA or pension distributions, tax exempt interest, worker's compensation, child support, etc.): \_\_\_\_\_

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- 6) **LEGAL (PHYSICAL) SIGNATURES (of student and others completing this form).** The information on this form is accurate to the best of my/our ability.

Student \_\_\_\_\_ Spouse \_\_\_\_\_

Parent 1 \_\_\_\_\_ Parent 2 \_\_\_\_\_

Parent Email Address \_\_\_\_\_

You can securely upload this appeal and any supporting documentation here: <https://www.uwgb.edu/financial-aid/upload-documents/>. You can also mail to: UW-Green Bay, Office of Financial Aid (SS1200), 2420 Nicolet Dr. Green Bay, WI 54311. We do not recommend emailing documents containing sensitive data. Questions? Need more information? Visit [www.uwgb.edu/financial-aid](http://www.uwgb.edu/financial-aid), call 920-465-2075, email [financialaid@uwgb.edu](mailto:financialaid@uwgb.edu) or fax 920-465-2299.