

**2025-2026 Income Review Appeal Form-Dependent**Financial Aid Office • 1140 West Mission Road, San Marcos, CA 92069 • www.palomar.edu/fa/ • (760)744-1150 ext 2366

Purpose: The Financial Aid Office may be able to adjust data items used to calculate your Student Aid Index (SAI) and your financial need if special circumstances exist that affect your ability to contribute towards the cost of education. This determination will be based on 2025 Income/Resources. If your family situation involves a special circumstance such as those described in **Section B**, you may request for a review of your financial need status. Please note that the decision made by the financial aid office is final and may not be appealed to the Department of Education.

Requirements:

- You must have submitted the 2025-2026 FAFSA (<https://studentaid.gov>) or 2025-2026 CADAA (<https://dream.csac.ca.gov/>)
- You must have either received an **Award Letter** notification or **Loan Only** notification.
- Submit this form (Income Review Appeal Form) along with supporting documentation (see required documentation in **Section B**).
- If you did not utilize the IRS Data Retrieval Tool when completing the FAFSA, include a copy of the student's, parent's 2023 Tax Transcripts (or a signed copy of the 2023 Federal Tax Return) and all W-2 forms.

Instructions: Submit ALL documentation to the Financial Aid Office promptly:

finaid@palomar.edu | Student Services Center 1140 West Mission Road San Marcos, CA 92069 or at any of our education centers ([Escondido](#), [Fallbrook](#), [Rancho Bernardo](#), [Camp Pendleton](#))

Note: documents received by email must be sent from Palomar College Student email account.

Section A: Student Information

Student's Name - Last, First, MI	Palomar ID Number

Section B: Special Circumstance

1. Date of Income Change: _____

2. Check the **ALL** the applicable reasons below and ensure you provide the corresponding documentation:

Circumstance	Required Documentation
☐ Significant Reduction of Income in 2025 (due to job loss, job change, pay reduction, disability, or retirement)	Copies of your and your parent(s)' most recent paycheck stub(s) showing 2025 year-to-date earnings. Copy of your and your parent(s)' resignation, termination or layoff notification by employer. Copy of current official documentation of unemployment compensation, disability insurance, severance pay, retirement pension pay out, and/or other documentation appropriate to your parent(s)' situation for 2025.
☐ Separation/Divorce (after 2025-2026 FAFSA submission).	• Copy of divorce decree or legal separation documents, if available. • Copy of child and/or spousal support decree, if available.
☐ One-Time Income Received in 2023	Specify on your statement the type and amount of the one-time income received in 2023 and is a one-time occurrence. Proof of one-time income received. <i>Examples include: capital gains from the sale of property or investment, one-time distribution from pension account, severance pay, or inheritance. Do not include: gambling winnings or lottery.</i>
☐ Military Discharge	• Copy of DD Form 214, Member 4 copy AND Last LES
☐ Significant and/or Recurring Medical, Dental, or Nursing Home Expenses (not Covered by Insurance)	Schedule A from 2023 Federal Income Tax Return (if filed) Billing statements from healthcare provider(s) Proof of out-of-pocket payments (e.g., credit card statements, canceled checks, bank withdrawals) Documentation of ongoing expenses not covered by insurance Statement from attending physician or State Disability Office (for continuing expenses)
☐ Other Special Circumstances	• Relevant supporting documentation that verifies the described circumstances.

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Section C: Student Statement

Please explain your special circumstances. Your statement should include: The reason(s) for the change in income or financial circumstances, the date(s) when the change(s) occurred. How your financial situation differs from what was reported on your 2025-2026 FAFSA or CADAA.

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Section D: Family Household Information

List ALL of the people in your household. Include the following:

yourself (student);

your parent(s) (including a stepparent) contributor(s) on your FAFSA application.

your parent's other children **if** your parent(s) will provide more than half of their support from July 1, 2025 through June 30, 2026, or if the children would be required to provide parental information if they were completing a FAFSA for 2025-2026. Include children who meet either of these criteria, even if they do not live with you;

Other people if they currently live with your parent(s) and your parent(s) will provide more than half of their support and will continue to provide more than half of their support from July 1, 2025 through June 30, 2026.

Full Name	Age	Relationship	If this person will be attending college at least half-time from July 1, 2025 to June 30, 2026, please write the name of the college here.
		<i>Myself</i>	<i>Palomar College</i>

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Student's Name - Last, First, MI	Palomar ID Number

Section E: 2023 Income Information

Student Income	Parent Income
☐ I consented to the Future Act Direct Data Exchange to transfer 2023 IRS federal tax information (FTI) into the FAFSA, and the transfer was successful.	Parent(s) consented to the Future Act Direct Data Exchange to transfer 2023 IRS federal tax information (FTI) into the FAFSA, and the transfer was successful.
☐ I consented to the Future Act Direct Data Exchange to transfer 2023 IRS federal tax information (FTI) into the FAFSA income tax information (FTI) into FAFSA, but the transfer was not successful. Please attach your 2023 IRS Tax Return Transcripts (see Section F: 2023 Verification Instructions page for more information).	☐ Parent(s) consented to the Future Act Direct Data Exchange to transfer 2023 IRS federal tax information (FTI) into the FAFSA income tax information (FTI) into FAFSA, but the transfer was not successful. Please attach parent(s) 2023 IRS Tax Return Transcripts (see Section F: 2023 Verification Instructions page for more information).
☐ I earned foreign income and filed a foreign tax return. Please attach a copy of your 2023 Foreign Tax Return AND the Palomar Foreign Income Conversion Form (form can be located at www.palomar.edu/fa/forms/).	Parent(s) earned foreign income and filed a foreign tax return. Please attach a copy of parent(s) 2023 Foreign Tax Return AND the Palomar Foreign Income Conversion Form (found at https://www2.palomar.edu/pages/fa/forms/).
☐ I earned foreign income but did NOT file foreign tax return. Indicate amount earned, converted into US dollars, and country earned in: \$ _____ in _____.	☐ Parent(s) earned foreign income but did NOT file foreign tax return. Indicate amount earned, converted into US dollars, and country earned in: \$ _____ in _____.
☐ I am not required to file and had no income earnings in 2023. Please attach your 2023 Verification of Non-Filing Letter (see Section F: 2023 Income Verification Instructions page for more information).	☐ Parent(s) not required to file and had no income earnings in 2023. Please attach Spouse's 2023 Verification of Non-Filing Letter (see Section F 2023 Verification Instructions page for more information)..
☐ I am not required to file and I did not / will not file IRS federal income taxes for 2023, but had some earnings from work in 2023. Please attach your 2023 Verification of Non-Filing Letter and all W2s (see Section F: 2023 Income Verification Instructions page for more information).	Parent(s) not required to file and did not / will not file IRS federal income taxes for 2023, but had some earnings from work in 2023. Please attach parent(s) 2023 Verification of Non-Filing Letter and all W2s (see Section F: 2023 Income Verification Instructions page for more information).

Section F: 2025 Income Information (Earned/Projected)

Please complete the table below to help us assess your actual income for 2025. Report all income you expect to receive through December 31, 2025, in the appropriate boxes. You must attach documentation of how you estimated your 2025 income and benefits. **Do not leave any item blank – if an item does not apply, write "N/A" or "0."**

Student's and Parent(s)' Anticipated 2025 Calendar Year Income Sources	Actual Income 01/01/2025 to Present	Estimated Income Present to 12/31/2025	Total 2025 Income Actual + Estimated
Student's Wages/Income from Work	\$	\$	\$
Parent 1 Wages/Income from work	\$	\$	\$
Parent 2 Wages/Income from work	\$	\$	\$
Other taxable income (severance pay, dividends, interest, pensions, annuities, alimony, unemployment compensation, early distributions from retirement, capital gains, rental/business income, etc.)	\$	\$	\$
Child support received for 2025	\$	\$	\$
Other income-List Source: _____	\$	\$	\$
Other income-List Source: _____	\$	\$	\$

All amounts should reflect gross income (before taxes and deductions).
Include only income earned or anticipated in the 2025 calendar year.

"Actual Income" refers to income already earned in 2025.
"Estimated Income" is the anticipated income for the remainder of 2025.
"Total Projected Income" is the sum of actual and estimated income for the entire year of 2025.

Section H: Certification

I certify that all information reported on this form is true and accurate to the best of my knowledge. I have attached all required documentation. If asked, I will provide additional information or documentation of my special circumstances. If my financial situation changes after I submit this form, I will notify the Financial Aid Department immediately.

Student
Signature
09/5/2025

Date

Parent Signature

Date

Section E: 2023 Income Verification Instructions

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Section E of the Income Review Appeal Form requires information from the student's and parent(s)' 2023 Federal Tax Return. Verification of the income reported is also required. Please refer to the information below to submit the appropriate verification of income required for 2023.

Tax Filers (Choose ONE of the following options)

Consent to the use of the FUTURE Act Direct Data Exchange (FA-DDX) tool, previously known as the IRS Data Retrieval Tool.

Request a 2023 IRS Tax Return Transcript from the IRS, or

Submit a physically signed copy of your 2023 Federal 1040 Tax Return and Schedules 1, 2, and 3 (if applicable)

Non-Filers

Non-Filers/2023 Earnings: Request a 2023 Verification of Non-Filing Letter from the IRS and submit copies of all W2s for 2023.

Non-Filers/No Earnings in 2023: Request a 2023 Verification of Non-Filing Letter from the IRS.

Foreign Income

Foreign Income Filer: Copy of your 2023 Foreign Tax Return AND the Palomar [Foreign Income Conversion Form](#)

Instructions for Using the FUTURE Act Direct Data Exchange Tool

Student:

Access your FAFSA at www.studentaid.gov and log into your account.

Click on the option to "Make FAFSA Corrections" to view your completed FAFSA information.

Consent to have your Federal Tax Information (FTI) automatically obtained from the IRS and provided on your FAFSA application.

If your 2023 Federal Taxes were filed and your information was retrieved, you do not need to manually provide FTI data. You can then select the first option in Section C.

Parent:

Access your contributor invite from your personal email and click 'Log In' to enter the contributor section of your spouse's FAFSA. Consent to have your Federal Tax Information (FTI) automatically obtained from the IRS and provided on your spouse's FAFSA application.

If your 2023 Federal Taxes were filed and your information was retrieved, you do not need to manually provide FTI data. You can then select the first option in Section C.

Instructions for Requesting an IRS Tax Return Transcript

- Visit www.irs.gov and click "Get Your Tax Record."
- Choose either "Get Transcript Online" or "Get Transcript by Mail."
- To verify your identity with ID.me, provide a photo ID (driver's license, state ID, or passport) and take a selfie with a smartphone or webcam.
- Upon successful completion of the IRS's two-step authentication, the transcript will display online.
- Alternatively, request a transcript by calling (800) 908-9946 or by completing a 4506-T form to mail or fax to the IRS.
- Ensure you request the "IRS Tax Return Transcript" and NOT the "IRS Account Transcript."
- Transcripts requested via mail, phone, or 4506-T form are generally received within 10 business days of the IRS's receipt of your request.

Instructions for Requesting a Verification of Non-Filing Letter

- Visit www.irs.gov and click "Get Your Tax Record."
- Choose either "Get Transcript Online" or "Get Transcript by Mail."
- To verify your identity with ID.me, provide a photo ID (driver's license, state ID, or passport) and take a selfie with a smartphone or webcam.
- Upon successful completion of the IRS's two-step authentication, the letter will display online.
- Alternatively, request a Verification of Non-Filing Letter by completing a 4506-T form to mail or fax to the IRS.
- Verification of Non-Filing Letters requested via the 4506-T form are generally received within 10 business days of the IRS's receipt of your request.