The following are some reasons that your awarded aid could be revised:

A. **Outside Awards**

Muhlenberg College students on financial aid, including merit scholarship recipients, are required to report their outside awards to the Office of Financial Aid as soon as they are notified of them. No amount of aid, including outside awards and merit scholarships, can ever exceed Muhlenberg’s cost of attendance. If necessary adjustments to Muhlenberg financial aid awards will occur only to the self-help portion (federal loans, student employment) for the first $6,000 a student receives in outside scholarships. Once a student exceeds a total of $6,000 in outside scholarships, a dollar for dollar reduction in need based Muhlenberg College Grant will occur.

B. **Pell and State Grants**

The Pell and State Grants are not considered outside awards because students are required by the Office of Financial Aid to apply for them. Therefore, students will receive a dollar-for-dollar reduction in their institutional grants if a Pell or State Grant is larger than originally estimated. If the Pell or State Grant is less than estimated, Muhlenberg College will attempt to make up the difference.

C. **Federal Tax Returns**

Financial Aid awards are adjusted when necessary, upon receipt of the parent’s (for dependent students) and/or student’s Federal tax return and W2 Form(s).

D. **Verification**

Some students are randomly selected by the Department of Education to have their family's financial information verified. If you are selected, the Department of Education will require you to go into your FAFSA and correct it using their IRS data match option to repopulate your FAFSA Responses with your IRS information. OR, the tax filer may contact the IRS directly and request an official tax transcript that you will then submit to the Office of Financial Aid. The Office of Financial Aid will notify you of your selection and may request additional information from you. As a result of this verification, your financial aid award may need to be adjusted. For more detailed information on our verification policy please go to [http://www.muhlenberg.edu/main/aboutus/finaid/consindex.html](http://www.muhlenberg.edu/main/aboutus/finaid/consindex.html)

E. **Family Enrollment**

Students with family members enrolled in another college or university may be required to have an enrollment verification form completed by the family member's college or university. Based upon the information provided on this form, a student's financial aid award may need to be adjusted.

F. **Non-custodial Parent's Statement**

Dependent students whose parents are divorced or separated must have their non-custodial parent complete a CSS Non-custodial Parent's Profile Form found at: [https://ncpprofile.collegeboard.com/ncpWeb/pageflows/Main/NcpMainController.jsp](https://ncpprofile.collegeboard.com/ncpWeb/pageflows/Main/NcpMainController.jsp)

The CSS Non-custodial Parent's Profile, and the relevant parts of the divorce decree must be sent to Muhlenberg College's Office of Financial Aid. Information provided by the non-custodial parent may affect your financial aid award.