

## 2024-2025 Comment Code 400 (Parent) / 401 (Student) Resolution

_____	_____	_____
Last Name	First Name	R #
_____	(____)_____	(____)_____
Email Address	Phone Number (Home)	Phone Number (Cell)

The Financial Aid Office has received your 2024-2025 Free Application for Federal Student Aid (FAFSA). The U.S. Department of Education has flagged your FAFSA with comment codes 400 (parent) and / or 401 (student). These codes are meant to resolve discrepancies in information reported on your FAFSA. Federal Student Aid regulations requires us to correct inconsistent information before any funds can be disbursed.

You can review your 2024-2025 Student Aid Report (SAR) from your 2024-2025 FAFSA to determine if a Comment Code 400/401 has been generated due to the figures you entered on your 2024-2025 FAFSA application, and what is causing the discrepancy. You can make corrections to your 2024-2025 FAFSA application at [www.studentaid.gov](http://www.studentaid.gov) to resolve a Comment Code 400/401. If you wish for the Financial Aid Office to make the corrections on your behalf, you must complete and submit this form along with the appropriate documentation listed below.

**NOTE:** The Financial Aid Office reserves the right to ask for official documentation (signed 2021 Federal Tax Returns, court documents, benefit statements, etc.) to resolve any discrepancies. Making changes to your FAFSA to clarify inconsistent information may result in the U.S. Department of Education selecting you for verification.

**Comment Code 400/401 Flags Include:**

**You reported a total amount from the student or parents' additional financial information fields that is high for the other income amounts reported.**

**Please submit:**

Grant and Scholarship Income:

- A signed copy of your student or parent 2022 Federal Tax Return 1040
- A copy of your 2022 1098T

Combat Pay:

- A copy of all student or parent 2022 W2(s)

Need Based Income:

- A copy of all student or parent 2022 W2(s)
- A signed statement indicating the program in which this income was earned

Child Support Paid:

- A copy of your student or parent 2022 Child Support documentation

Co-op Earnings:

- A copy of all student or parent 2022 W2(s)

Educational Credits:

- A signed copy of your student or parent 2022 Federal Tax Return 1040 (along with a copy of Schedule 3 if filed), or a copy of your parent 2022 Tax Return Transcript

**Other**

**Please submit:**

- A signed statement explaining the issue
- Any appropriate support documentation to verify your statement

I affirm that the data contained on this form and submitted with this form is true and complete to the best of my knowledge. Upon request, I will provide additional documentation to substantiate the information provided. I understand I may be required to provide documentation from the Internal Revenue Service of the actual income for the impacted tax year.

**\*Note: This form must be signed with a physical signature. Typed names or electronic signatures are not acceptable and will delay processing\***

\_\_\_\_\_  
Student Signature and Date

\_\_\_\_\_  
Parent Signature and Date (if dependent student)