

Financial Aid Review Request

Date: [Insert Date]

Dear [Financial Aid Office/Recipient's Name],

I hope this message finds you well. I am writing to formally request a review of my financial aid package due to recent changes in my family circumstances. My name is [Your Name], and I am a [Your Year, e.g., sophomore] majoring in [Your Major] at [Your Institution]. My student ID is [Your Student ID].

Unfortunately, [briefly explain the change in circumstances, e.g., loss of a job, medical emergency, family member's job loss, etc.]. This unexpected change has significantly affected my family's financial situation and my ability to fund my education.

As a result, I would greatly appreciate it if you could review my financial aid award and consider adjusting it based on my current situation. I have attached supporting documentation that provides further details on my circumstances.

Thank you for considering my request. I hope to hear from you soon regarding any possible adjustments to my financial aid. Please feel free to reach out to me at [Your Phone Number] or [Your Email Address] if you require any additional information.

Sincerely,

[Your Name]

[Your Address]

[City, State, Zip Code]