



Financial Aid Office • 901 S Haverhill Road • El Dorado, KS 67042

Tel: 316.322.3121

Fax: 316.322.3316

Email: finaid@butlercc.edu

Submit your documents securely at: <https://butlercc.edu/fa-upload>

Web Site: www.butlercc.edu/financial-aid

1EXT

Butler Student
ID Number:

Student Last Name

First Name

M.I.

Example: @00111111 or Z00011111

2022-2023 Request for Processing Financial Aid Based on Estimated Income and Extension to File Tax Return

By signing this form, you are agreeing that you understand the following regulations regarding file verification using estimated income and an extension to file a tax return:

1. I understand I must submit a copy of an IRS tax transcript to the Financial Aid Office by October 15 or I must provide documentation from the IRS stating a granted additional extension of time to file. If an IRS tax transcript or additional extension of time to file not received, no further additional financial aid disbursements can occur.
2. I understand that if the IRS grants an extension beyond October 15, I must submit a copy of an IRS tax transcript to the Financial Aid Office by December 1, 2022 for fall only enrollment and April 15, 2023 for fall/spring or spring only enrollment. Extensions of time to file are not available for summer financial aid, as the term will exceed the IRS extension for time to file. Failure to submit a copy of the IRS tax transcript by the stated deadline will result in **100% repayment of ALL types of Federal Financial Aid** received during the aid year.
3. I understand that the Financial Aid Office will process Financial Aid based on income statements that I have provided such as W-2(s), 1099(s), or profit/loss statement from business, farms, rentals, partnerships, etc.
4. I understand that the Financial Aid Office will re-verify the student's financial aid file at the time I have submitted the IRS tax transcript and that this re-verification could result in a change in Financial Aid eligibility and a repayment of aid already received. I understand I have the option of requesting not to process my aid until I have filed a tax return and provide a copy of my IRS tax transcript to the Financial Aid Office.

Please process my financial aid using estimated income and extension for time to file from the IRS.

DO NOT process my financial aid at this time, I will provide a copy of an IRS tax transcript once I have filed my tax return.

Student Signature - **typed signatures not accepted**

Date

Parent/Step-Parent Signature if Required on FAFSA
typed signatures not accepted

Date

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