



Academic Status Discrepancy Instructions for 2025-2026 FAFSA Applicants

If you've been notified about a discrepancy between your college grade level reported on the FAFSA and your current student status, please follow the instructions below to ensure your financial aid application is processed accurately.

Step 1: Determine Your Situation

Identify which of the following scenarios applies to you:

A. Anticipating Admission to a Graduate or Professional Program:

If you indicated a graduate or professional program level (e.g. Master's, Doctorate, or Graduate Certificate) on the FAFSA and anticipate being admitted:

- ☐ No immediate action is needed.
- ☐ Once your admission is finalized, email finaid@uwyo.edu to confirm your updated status.

B. Already Admitted to a Graduate or Professional Program:

If you reported an undergraduate level (e.g. freshman, sophomore, junior, or senior) on the FAFSA:

- ☐ Update your FAFSA to reflect your correct grade level as "Master's," "Doctorate," or "Graduate Certificate."
- ☐ Submit the corrected FAFSA promptly.
- ☐ Notify our office at finaid@uwyo.edu or (307) 766-2116 so we can monitor for the corrected FAFSA.

C. Not in a Graduate or Professional Program:

If you incorrectly reported a graduate level on the FAFSA:

- ☐ Update your FAFSA to reflect your accurate undergraduate grade level:
 - First-Year Undergraduate (Freshman)
 - Second-Year Undergraduate (Sophomore)
 - Other Undergraduate (Junior or Senior)
- ☐ Provide parental information on your FAFSA (if applicable).

Step 2: Update Your FAFSA

- ☐ Visit the [Federal Student Aid Website](https://studentaid.gov) for guidance on how to update your FAFSA.
- ☐ Log in using your FSA ID.
- ☐ Make the necessary corrections and resubmit your FAFSA.

Step 3: Confirm Submission of FAFSA Corrections and Monitor Your Status

After submitting your FAFSA corrections:

- ☐ Allow 3-5 business days for processing.
- ☐ Notify our office at finaid@uwyo.edu or (307) 766-2116 so we can verify receipt of your corrected FAFSA.
- ☐ Check your financial aid portal in WyoRecords for updates.