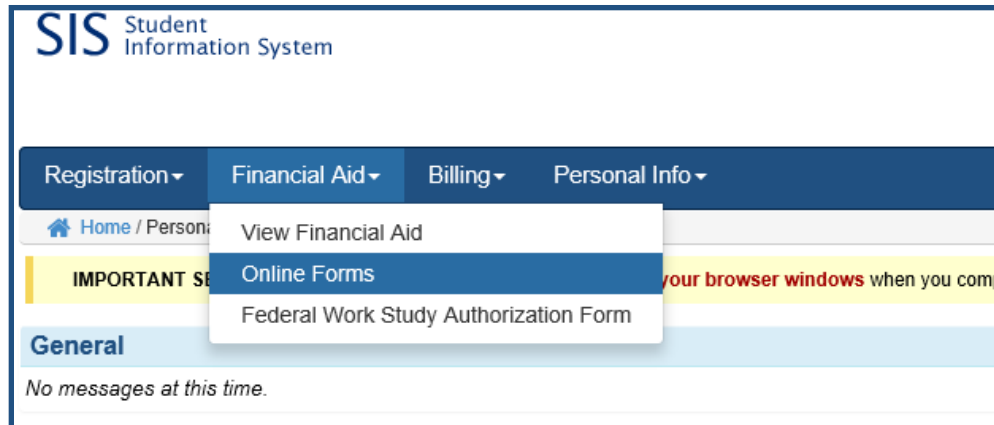


# How to Request a Budget Adjustment

**Step 1:** Log in to your JHU SIS account at [sis.jhu.edu](https://sis.jhu.edu). Navigate to the *Financial Aid* tab, click *Online Forms*.



**Step 2:** Select *FA—Budget Adjustment Request Form*.

**Step 3:** Your Hopkins ID, name, date of birth, email, and phone should populate automatically. Complete the form, enter your electronic signature, and click Submit.

A screenshot of the 'Financial Aid Budget Adjustment Request' form. The form header includes the Johns Hopkins University logo and a title. Below the header, there is a paragraph of text explaining the budget adjustment process and a link to the financial aid office. The form itself is titled 'Student Information' and contains several input fields: Hopkins ID, First Name, Last Name, Date of Birth, E-mail, Phone, T#, Award Year, Academic Level, FA Advisor, Division Code, and School.

**You will receive an email if your request results in a change to your aid award. Please allow approximately 5-10 business days for our office to process requests.**

[Contact Student Financial Services](#)