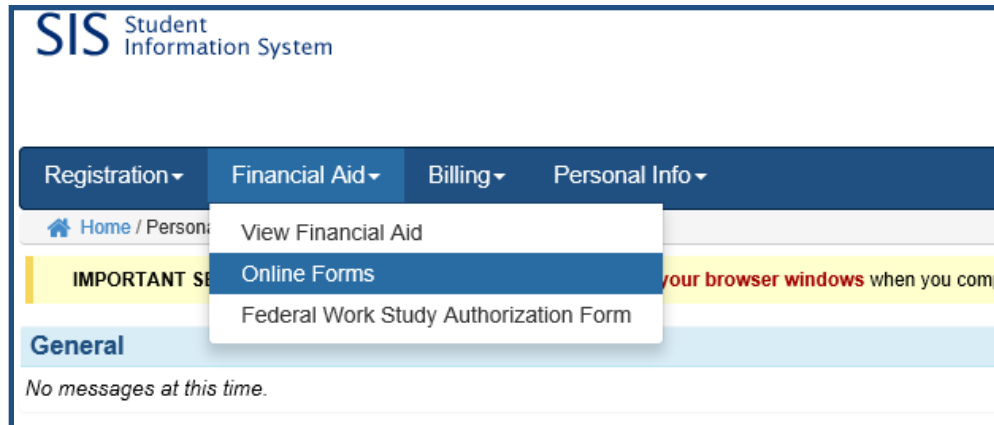


# How to Request a Budget Adjustment

**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 brief explanation of the budget adjustment process. Below the header is a 'Student Information' section with the following fields: Hopkins ID, First Name, Last Name, Date of Birth, E-mail, Phone, T#, Award Year, Academic Level, FA Advisor, Division Code, and School. The form is designed with a blue header and a light blue background for the input fields.

**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 Peabody Financial Aid Office](#)