

## 2010-2011 Financial Aid Appeal Form

The Financial Aid Office utilizes the data entered on a student's Free Application for Federal Student Aid (FAFSA) to determine eligibility for financial aid. If there is a significant change in family circumstances, or a family situation exists that cannot be ascertained from the FAFSA families may inform the Financial Aid Office by completing this form. Appeal requests based upon discretionary expenses will not be considered. Examples include vacation expenses, tithing expenses, and living expenses related to utilities, credit card debt, etc.

Student Last Name	Student First Name	GPA	SSN	Today's Date (MM/DD/YY)
Parent Last Name	Parent First Name	Email		Day Time Phone

**Required Documentation:**

- ✓ Completed Financial Aid Appeal Form
- ✓ Appeal letter, providing as much detail as possible describing the special circumstances
- ✓ Documents supporting special circumstances
- ✓ If not previously submitted, 2010-2011 Verification documents
  - Verification Worksheet
  - 2009 Federal tax return, signed, for student and/or parent(s), spouse
  - 2009 W-2's, for student and/or parent(s), spouse

**SECTION I: Appeal Reason**

Employment

- Loss of employment – Date of Job Loss \_\_\_\_/\_\_\_\_/\_\_\_\_
- Significant reduction in work income – Date Occurred \_\_\_\_/\_\_\_\_/\_\_\_\_
- Other – \_\_\_\_\_

Complete *Income Projection*. Supporting documentation may include a termination letter, severance benefit statement, unemployment benefit statement, recent pay stubs, etc.

Untaxed Income & Benefits

- Income/Benefit Loss
- Income/Benefit Reduction

Supporting documentation may include Social Security statement, child support records, etc.

Type of Benefit/Income	Current Amount	New Amount	Date Change Effective

Medical/Dental Expenses

- Uninsured high medical/dental expenses: Paid in 2008 \$\_\_\_\_\_ To be paid in 2009 \$\_\_\_\_\_

Supporting documentation includes (a) if medical expenses were itemized on federal 1040 schedule A, a copy of Schedule A; or (b) receipts for all costs included above.

Separation/Divorce

- Separation – Date \_\_\_\_/\_\_\_\_/\_\_\_\_
- Divorce – Date \_\_\_\_/\_\_\_\_/\_\_\_\_

Complete *Income Projection*. Include in letter an explanation of separation of assets and anticipated child support and/or alimony payments.

Other

- Detailed explanation in appeal letter.

If circumstances involve a change in income, complete *Income Projection*. Provide as much supporting documentation as possible.

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**SECTION II: Income Projection****Taxable Income (1/1/2010 – 12/31/2010)**

Source	Student	Spouse	Father/Stepfather	Mother/Stepmother
Work income				
Severance compensation				
Unemployment compensation				
Interest/Dividend income				
Business Income/Loss				
Capital Gain/Loss				
Rental Income/Loss				
Taxable IRA/Pension/Annuity				
Taxable Social Security				
Alimony received				
Other Taxable Income				

**Untaxed Income (1/1/2010 – 12/31/2010)**

Source	Student	Spouse	Father/Stepfather	Mother/Stepmother
Untaxed Social Security Benefits				
Welfare Benefits				
Child Support Received (all children)				
Voluntary payments to retirement plan				
Veterans Benefits (non-education)				
Housing Allowance (military/clergy)				
Cash/gifts received/paid on your behalf				
Other Untaxed Income				

**Expenses (1/1/2010 – 12/31/2010)**

Source	Student	Spouse	Father/Stepfather	Mother/Stepmother
Child Support Paid				
Alimony Paid				

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**SECTION III: Certification**

I certify that the information included on this form and in the accompanying documentation is accurate and complete to the best my knowledge. I understand that completing this form does not guarantee an increase in financial aid. If requested by the Financial Aid Office, I agree to provide 2008 income verification. I understand that if I have underestimated projected income it may result in reduced eligibility or repayment of financial aid. I agree to notify the Financial Aid Office if my income changes.

\_\_\_\_\_  
Student's Signature\_\_\_\_\_  
Date\_\_\_\_\_  
Parent's Signature\_\_\_\_\_  
Date