

Loss of bonus/overtime not considered

Student Name	
Student Banner ID	
Today's Date	
Email Address	
Student or Parent Signature*	

<i>office use only</i>	
# of pages	
current status	
prior status	
track code	spcond
prepped by	
date prepped	

\* Your signature on this form indicates that information submitted is true and complete to the best of your knowledge.



### When to Use this form:

This form is designed to help families communicate involuntary loss of wages, employment or benefit in 2019. Losses experienced in 2020 may not be reviewed until the mid-point of the calendar year.

<p><b><u>Returning Students</u></b></p> <ul style="list-style-type: none"> <li>• Decisions on appeals received during the summer break will be finalized mid-September and those received during the fall semester will be finalized mid-February. Results posted in CyberFriar.</li> <li>• Your bill is still expected to be paid on time and you should not wait for the results of your appeal before paying your bill.</li> <li>• Submission of an appeal is not a guarantee of additional funding and does not prevent a financial hold being placed on the student account.</li> </ul>	<p><b><u>Incoming Freshman</u></b></p> <ul style="list-style-type: none"> <li>• All appeals received before 4/23 will be reviewed on a rolling basis. While not guaranteed, we will make every attempt to respond by your Admission deposit deadlines*.</li> <li>• You should not wait for appeal results to make your enrollment decision.</li> <li>• Decisions on appeals received after 5/1 will follow the Returning Student Policy (see box to the left).</li> </ul> <p><i>*Early Decision I Dec. 6, Early Decision II, Feb. 28 and Early Action &amp; Regular Decision May 1</i></p>
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### Submit all of the following:

Omitting any items below will delay the appeal process. Also, if selected for verification by the U.S. Department of Education you may be asked for additional documentation.

- 2018 W2(s)
- 2018 Federal Tax Return
- 2019 W2(s) and last paystub from previous employer
- Recent paystub from new employer
  -  check here if not applicable
- 2019 Federal Taxes
  -  check here if not filed yet
- Detailed Letter of Explanation (include date loss began and overall loss)
- Unemployment Benefit Statement (indicate no benefits received or provide agency statement)
- Severance Benefit Statement (indicate none received or provide employer statement)
- Other supporting documents that strengthen your appeal
- Complete grid on back - do not leave any fields blank



Do not leave any fields blank.  
Use "n/a" if question does not apply.

Do not leave ANY box blank

## Wages

	Actual Income January 1 <sup>st</sup> through TODAY	Estimated Your Income TODAY through December 31, 2020
W2 Wages for parent 1	You <b>must</b> submit the most recent paystub you have for each parent working	
W2 Wages for parent 2		

## Business/Rental Income

	Actual Income January 1 <sup>st</sup> through TODAY	Estimate Your Income TODAY through December 31, 2020
Business Income (from Schedule C, E or F)	You <b>must</b> submit the most recent balance sheet you have for each business/rental	
Rental Income (from Schedule E)		

## Other Taxable Income

	Expected 2020 total
Alimony	
Severance	
Unemployment	
Retirement/Pension Income (taxable portion only)	
Social Security Benefit (taxable portion only)	
Other Taxable Income Type: _____	

## Untaxable Income

	Expected 2020 total
Child Support Received	
Housing Allowance (military and clergy)	
Retirement/Pension Income (untaxable portion only)	
Social Security Benefit (untaxable portion only)	
Other Taxable Income Type: _____	