

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 2021. Losses experienced in 2022 may not be reviewed until the mid-point of the calendar year.

Returning Students

- 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.
- 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.
- Submission of an appeal is not a guarantee of additional funding and does not prevent a financial hold being placed on the student account.

Incoming Freshman

- While appeals will be reviewed on a rolling basis, a majority of decisions regarding need-based institutional eligibility will not begin until at least April.
- We will make every attempt to respond to you by your admission deposit deadline*, however, you should not wait for appeal results to make your enrollment decision.
- Decisions on appeals received after 5/1 will follow the Returning Student Policy (see box to the left).

**Early Decision(I) December 13, Early Decision(II) February 28 and Early Action & Regular Decision May 1*

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.

- 2020 W2(s)
- 2020 Federal Tax Return
- 2021 W2(s) and last paystub from previous employer
- Recent paystub from new employer
check here if not applicable
- 2021 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.



Wages

Do not leave ANY box blank

	Actual Income January 1 st through TODAY	Estimated Your Income TODAY through December 31, 2022
W2 Wages for parent 1	You must submit the most recent paystub you have for each parent working	
W2 Wages for parent 2		

Business/Rental Income

	Actual Income January 1 st through TODAY	Estimate Your Income TODAY through December 31, 2022
Business Income (from Schedule C, E or F)	You must submit the most recent balance sheet you have for each business/rental	
Rental Income (from Schedule E)		

Other Taxable Income

	Expected 2022 total
Alimony	
Severance	
Unemployment	
Retirement/Pension Income (taxable portion only)	
Social Security Benefit (taxable portion only)	
Other Taxable Income Type: _____	

Untaxable Income

	Expected 2022 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: _____	