

## 2023-2024 FAFSA Appeal Form


Student Name: \_\_\_\_\_ Student ID: \_\_\_\_\_

Students and parents may use this form to request an appeal of student aid eligibility because of extenuating circumstances not addressed on the student's 2023-2024 FAFSA. Our appeals committee may elect to adjust the data reported on the FAFSA to re-calculate the FAFSA EFC (expected family contribution) number. All appeals are reviewed on a case-by-case basis. Submitting an appeal does not guarantee changes to the FAFSA information or changes to aid eligibility.

### Appeal Policies:

- You must be officially admitted to Regis University and have a **2023-2024 FAFSA** on file prior to submitting an appeal
- All other required financial aid items, including verification, must be complete before an appeal will be reviewed
- Additional documentation may be requested via email before the results of your appeal can be determined
- Please allow **15-20** business days for initial processing after all required documentation has been received
- Appeals may not result in additional scholarship and grants
- Appeals are determined on an annual basis and will not carry over to future years
- Certain situations **will not** be considered for an appeal including: car payments, credit card debt, mortgage payments, cost of living and other discretionary costs.

**2022 REDUCTION OF INCOME (Student or Parent, if dependent)**


 **Must provide the following documentation:**

- 2021 and 2022 w-2's (if independent and married, we need student and spouse w-2's. If dependent and appealing parent loss of income, we need both parents' w-2's, if married).
- Signed copy of full 2021 federal tax return
- Signed copy of full 2022 federal tax return
- Letter of explanation detailing the loss of income and means of financial support

**2023 REDUCTION OF INCOME (January 1, 2023 - present)**

 **If reduction in income is due to a change in job, you must provide the following documentation:**

- 2022 w-2's (if independent and married, we need student and spouse w-2's. If dependent and appealing parent loss of income, we need both parents' w-2's, if married).
- Signed copy of full 2022 federal tax return
- 2023 final year-to-date paystub from prior job and at least 2 current year-to-date paystubs from current job

 **If reduction in income is due to a loss of a job, we will not review an appeal until at least 2-3 months after the job loss and if unemployment benefits are applicable, we require final determination of weekly benefit amount.**

**You must provide the following documentation:**

- 2022 w-2's (if independent and married, we need student and spouse w-2's. If dependent and appealing parent loss of income, we need both parents' w-2's, if married).

- Signed copy of full 2022 federal tax return
- 2023 final year-to-date paystub from previous employer(s).
- Official separation letter from employer
- Documentation of severance and/or unemployment benefits or statement confirming ineligibility for unemployment benefits
- 2-3 current year-to-date paystub from spouse, if independent student and married, or for dependent students with married parents, paystubs for parent 2 (we look to document 2023 income in full for the household).
- Letter of explanation detailing the loss of income and means of financial support for the remainder of the year. Include figures for reference in the table below:

**2023 Loss of Income Table**

	Parent OR Student Name	Student OR Spouse Name
<b>Estimated total of gross income from work</b> Include YTD pay and severance pay	\$	\$
<b>Other taxable income</b> (alimony, unemployment benefits, investments/distributions, other)	\$	\$
<b>Nontaxable income</b> (child support received, Annuities, pension distributions, other)	\$	\$

**2021 ONE TIME INCREASE IN ADJUSTED GROSS INCOME**

(Including one-time IRA or pension distributions)

 **Must attach a letter of explanation and include the following:**

- Signed copy of full 2021 federal tax return
- Signed copy of full 2022 federal tax return
- Explanation of how the increase in AGI (Adjusted Gross Income) was used as a one-time distribution

**LOSS/REDUCTION OF CHILD SUPPORT RECEIVED**

 **Must attach a letter of explanation and include the following:**

- Copy of child support agreement confirming end date of child support

Name of child(ren)	Age	Last date and total amount received

**DIVORCE-SEPARATION-DEATH OF SPOUSE or PARENT**

 **Must attach a letter of explanation and include the following:**

- Date of divorce, separation or death of spouse or parent
- **Official Divorce Decree, Legal Separation Court Documentation, or Death Certificate**

- Monthly child support and/or alimony that will be received in 2023, if applicable.
- Full 2022 tax return and 2022 w-2's for both parents (if married) and/or student and spouse

**MEDICAL EXPENSES PAID IN 2022 OR 2023**

Only amounts paid in one tax year may be considered. We will not make any changes based on upcoming procedures or unpaid expenses.

 **Must attach a letter of explanation and include the following:**

- Signed copy of full 2022 federal tax return
- Date(s) of service and name of family member associated with the service
- Name of medical provided (doctor, dentist, hospital, pharmacy)
- Total costs of service, amount not covered by insurance, amount and date you paid (use the table below and attach additional pages, if needed. **You must also provide documentation for each line item.**)
- Only amounts paid exceeding the 11% income protection allowance from the Federal EFC Calculation for medical expenses may be considered

**MEDICAL EXPENSES**

Date of Service and Name of Family Member	Name of Medical Provider	Total Cost of Service	Amount Not Covered	Amount/Date You Paid
<b>TOTALS:</b>				

**CERTIFICATION STATEMENT**

I CERTIFY THE SUBMITTED INFORMATION IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE. I HAVE READ EACH SECTION AND HAVE PROVIDED THE REQUIRED DOCUMENTATION. I UNDERSTAND THAT UNDERESTIMATING OR INACCURATELY PROJECTING INCOME COULD RESULT IN THE OFFICE OF FINANCIAL AID DENYING CURRENT OR FUTURE APPEALS.

**STUDENT SIGNATURE** (required)

**DATE**

\_\_\_\_\_

\_\_\_\_\_

**PARENT NAME**

**PARENT SIGNATURE** (dependent student's only)

**DATE**

\_\_\_\_\_

\_\_\_\_\_