

2014-2015 APPEAL FORM FOR SPECIAL CIRCUMSTANCES

Student UCM ID _____

Student Full Name _____

Appeals for special circumstances will be considered after you receive your initial award letter for the 2014-2015 aid year. We recommend that you accept your current financial aid package as is. After reviewing your special circumstances documentation, your aid package may remain the same, be increased, or reduced based on the financial information that has been submitted. All students requesting special circumstances consideration will be verified, tax transcripts and other documents pertaining to the circumstances are required. Submitting an appeal for special circumstances does not guarantee an adjustment will be made to your aid package. Decisions are final and will be communicated directly to the student via e-mail.

Section A - Special Circumstances for Consideration - Please review and indicate which Special Circumstance applies to you. Documentation listed as **required (*)** must be submitted along with this form to review your request. Additional documentation that helps support your appeal, even if not listed as required, can be submitted as well. **List your name and UCM ID number at the top of all submitted documents.**

Special Circumstance	For a Dependent Student	For an Independent Student	Required Documentation
<input type="radio"/> Loss of Employment	You or your parent(s)' income earned in 2014 will be less than what was earned in 2013.	Your (and/or your spouse's) income earned in 2014 will be less than what was earned in 2013.	Complete copies of: * Explanation of Special Circumstances * 2013 US Federal IRS Tax Transcript * W-2 Wage statements * Unemployment Award Letter * Last pay stub showing year-to-date earnings * Termination notice from employer
<input type="radio"/> Other Loss of Income or Extraordinary Expenses * Alimony * Child Support * Retirement/Pension * Social Security (taxed) * Worker' Compensation * Medical/Dental	*You or your parent(s)' received benefits in 2013 which have ceased or been reduced in 2014. *You or your parent(s)' paid expenses not covered by insurance and are over the expected cost of attendance.	*You (and/or your spouse) received benefits in 2013 which have ceased or been reduced in 2014. *You (and/or your spouse) paid expenses not covered by insurance and are over the expected cost of attendance.	Complete copies of: * Explanation of Special Circumstances * 2013 US Federal IRS Tax Transcript * W-2 Wage statements * Original 2013 Benefit statement listing total amount received * Revised 2014 Benefit statement and/or court documents listing updated amount to receive and effective date and/or * Copy of insurance coverage * Copy of all medical bills
<input type="radio"/> Separation or Divorce	Your parents separated or divorced AFTER filing the FAFSA but no later than 12/31/2014.	You and your spouse separated or divorced AFTER filing the FAFSA but no later than 12/31/2014.	Complete copies of: * Explanation of Special Circumstances * 2013 US Federal IRS Tax Transcript * W-2 Wage statements * Divorce decree or separation agreement or proof of separate addresses
<input type="radio"/> Death of a Parent or Spouse	A parent has died AFTER filing the FAFSA.	Your spouse has died AFTER filing the FAFSA.	Complete copies of: * Explanation of Special Circumstances * 2013 US Federal IRS Tax Transcript * W-2 Wage statements * Death certificate
<input type="radio"/> One time Payment Received	Your parents received a one-time lump sum payment of monies in 2013.	You (and your spouse) received a one-time lump sum payment of monies in 2013.	Complete copies of: * Explanation of Special Circumstances * 2013 US Federal IRS Tax Transcript * W-2 Wage statements * Documents detailing One Time Payment amount, source, reason

FINANCIAL AID AND
SCHOLARSHIPS

Student UCM ID _____

Student Name _____

Section B - Explanation of Special Circumstances - You **must attach** a written statement detailing the specifics of your circumstances and provide any pertinent information that will help us better understand your particular situation. Make sure to sign your written statement. If you are a dependent student, parent must also sign statement.

Section C - Projected Income and Benefits from:

Please check the box to indicate if projected income is for calendar or academic year. Select option which would most benefit student.

CALENDAR YEAR January 2014 through December 2014

ACADEMIC YEAR August 2014 through July 2015

- You are **required** to provide your received and/or expected income for all categories listed below. If no income is received and/or expected for a category, use "0" or "N/A" - **do not leave any blanks**. In addition to the required documentation listed on page 1, **you must submit proof of all income figures provided below** (e.g., for wages, supply a copy of your most recent pay stub).

Source of Income	Father/Step Father	Mother/Step Mother	Student	Student's Spouse
Wages, Tips, Salary				
Interest and/or Dividend Income				
Worker's Compensation				
Pensions and/or Annuities				
Severance Pay				
Retirement Benefits				
Disability Benefits				
Social Security Benefits (taxable)				
Child Support				
Alimony				
Welfare Benefits				
Other: _____				
TOTAL OF ALL INCOME:				

Section D - One Time Payment Amount in 2013 - If your appeal is for a One Time Payment received in 2013, please enter the amount received below.

Source of Income	Father/Step Father	Mother/Step Mother	Student	Spouse
Amount of One Time Payment received in 2013				

Section E - Statement of Certification - All of the information on this form is true and complete to the best of my knowledge. If requested, I agree to provide further documentation to substantiate the information provided. I understand that all special circumstances are reviewed on a case-by-case basis and this written request may not ultimately result in actual change in financial aid.

Student Signature _____

Date _____

Parent Signature (if student is dependent)/Student's Spouse Signature (if applicable) _____

Date _____

Did you remember?

Written Detailed Statement of circumstances Tax Transcript(s), W-2(s) All Required Documentation as indicated on page 1

Supporting Documentation for income sources listed on page 2 Appropriate Signatures, Student's Name and UCM ID on ALL forms