

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. All appeals must be submitted by April 1, 2024 (or at least 20 days prior to the end of the Summer or Fall semester if not enrolling for the full year).

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
Estimated total of gross income from work Include YTD pay and severance pay	\$	\$
Other taxable income (alimony, unemployment benefits, investments/distributions, other)	\$	\$
Nontaxable income (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
TOTALS:				

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
