

2020-21 FINANCIAL AID APPEAL

Please review these guidelines: You are eligible to appeal only if BOTH of these statements are true:

- ✓ You have filed a 2020-21 FAFSA (Free Application for Federal Student Aid)
- AND**
- ✓ You have unusual financial circumstances that significantly impact your ability to pay for college

If you answered yes to both statements and believe that the 2018 income information that you provided on the Free Application for Federal Student Aid (FAFSA) does not adequately represent the present financial condition of your family, then you may wish to file an appeal to request that we review your special circumstances. In this process we will work with you to verify the information you provide and credibly document and authorize changes to your FAFSA data.

Appeals are subject to federal regulations that describe the circumstances we can consider. These include, but are not limited to:

- Loss of employment
- Loss of income, untaxed income or benefit
- Divorce or separation
- Disability or death of a parent (for a dependent student) or spouse (for an independent student)
- Unusual and excessive medical, dental, or mental health expenses

Federal regulations also prohibit certain circumstances in an appeal, including but not limited to:

- Tuition paid for elementary/secondary private schooling when that school choice is not mandated as a requirement for the child and documented as so by a third-party professional
- Personal choices and consumer debt (e.g. wedding expenses, credit card bills, car payments)
- Voluntary or involuntary reductions in overtime pay
- Business losses or shifts in commission sales
- One-year bonus incomes such as lottery winnings, pension payments, legal awards, etc.
- Stock market loss, foreclosure, bankruptcy, retirement payouts

Your appeal begins with your own statement. This should be a brief narrative that includes:

1. The financial change that is concerning you
2. The beginning date for the change and expected end date, if applicable
3. A description of whatever documentation you have that supports your statements
4. Your contact information

Please use the next page to type up your statement. You can protect your personal information and email this form to navcenter@salemstate.edu using your salemstate.edu address or you can fax it to us at 978.542.6876.

After we receive your appeal statement, we will reach out to you by email with clarifying questions and determine your next steps forward. In that email we will describe the supporting documentation we will need you to send. The most optimistic start to finish turnaround from your first email to a finalized aid package is 6 to 8 weeks so please be mindful of response times! Your timely responses to our documentation requests will drive the timeline of this entire process, right through completion, as there are multiple steps to completion.

Please note that participating in this review does not guarantee an increased to your aid package.

Questions? Contact the Student Navigation Center at navcenter@salemstate.edu or 978.542.8000.

2020-21 Financial Aid Appeal Statement

Student Name: _____ Date: _____

Email Address (Salem State preferred): _____ Student ID#: _____

Send ONLY this form to us! Other materials will be requested after we have reviewed your statement.

<p>Please choose the closest reason for your appeal:</p> <ul style="list-style-type: none"><input type="checkbox"/> Student decrease or loss of wages<input type="checkbox"/> Parent 1 decrease or loss of wages<input type="checkbox"/> Parent 2 decrease or loss of wages<input type="checkbox"/> Death of wage earner	<ul style="list-style-type: none"><input type="checkbox"/> IRA Rollover reported as income<input type="checkbox"/> Family size has changed<input type="checkbox"/> Excessive Medical/Dental expenses<input type="checkbox"/> Other
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Please describe in detail your change in financial status, be sure to include dates and timeline (you may use additional paper if needed)

By Mail: Student Navigation Center, Financial Aid Office, Salem State University, 352 Lafayette Street, Salem, MA 01970

In Person: 2nd Floor, Classroom Building, Central Campus, Student Navigation Center

By secure fax: 978.542.6876

Students with a salemstate.edu account may attach and send this form by email to navcenter@salemstate.edu

Note: Using any other email will jeopardize your privacy so we ask you to use a different method above to submit your appeal.