The Free Applications for Federal Student Aid (FAFSA) is designed to provide a snapshot of a family’s income and assets to determine their ability to contribute to the educational costs of their student. For some applicants, this snapshot does not reflect their current financial situation, due to some extenuating circumstances. By completing this form, we will re-evaluate your circumstance to possibly create a more appropriate aid package.

Your form will be reviewed once you have completed the FAFSA, any outstanding verification (if applicable), and submitted all required documentation – **please allow approximately four (4) weeks for processing**. You will be notified via your ECSU email of the final decision.

Please Note:
- Additional documentation may be requested
- Form approval does not guarantee additional financial aid
- Include your name and Banner ID Number on every page of required documentation

### REASON FOR APPEAL (COMPLETED BY STUDENT AND/OR PARENT)

- - PLEASE PROCEED TO PAGE TWO (2) - -

For Office use only

<table>
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<tr>
<th>Counselor:</th>
<th>Date:</th>
<th>□ Approved</th>
<th>□ Denied</th>
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<tr>
<td>Final Review:</td>
<td>Date:</td>
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Notes:
### Special Circumstance (please check applicable)

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<th>Special Circumstance</th>
<th>Required Documentation</th>
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| Loss of Employment or Reduced Wages | - 2020 Federal Tax Return for parents, student, and spouse (if applicable) and W2s  
- Year-to-date income documentation for 2022  
- Most recent pay stub  
- Termination notice showing last date of employment  
- Unemployment benefit or denial letter  
- Severance documentation (if applicable) |
| Loss of Benefits (unemployment, child support, etc.) after FAFSA submission | - Letter from agency verifying date and amount of benefit loss |
| Marital Separation/Divorce after FAFSA submission | - Documentation of separations, divorce, or proof of separate residences  
- Documentation of anticipated or received support (i.e. child, spousal)  
- Custodial Parent 2020 W2 Form(s) |
| One-time Income (i.e. severance, bonus, payout of benefits) | - Documentation of one-time income  
- Signed statement identifying the source of income and how funds were spent or invested |
| Death of Parent or Spouse after FAFSA submission | - Legal documentation of death including date (i.e. death certificate) |
| Unusual Medical/Dental Expenses *Expenses must be at least 7.5% of Adjusted Gross Income (AGI)* | - Documentation of expenses paid out of pocket (i.e. cancelled checks, bank statements) |
| Other | - Documentation of expense |

### Certification Statement

Each person signing this form certifies that all the information reported on it is complete and correct. The student and one parent (if applicable) must sign and date.

**WARNING:** If you purposely give false or misleading information on this worksheet, you may be fined, be sentenced to jail, or both.

Student Signature________________________________________ Date________________

Parent Signature (if applicable)_____________________________ Date________________