

B. Divorce/Separation: which occurred after the 2011-2012 FAFSA was completed

1. Complete Section A, Change in Income.
2. Complete a 2011-2012 Verification Worksheet (Dependent or Independent) and attach a copy of your and/or your spouse's 2010 Federal Income Tax Return and asset information worksheet.
3. Indicate the date of separation or divorce: _____.
4. Attach a photocopy of your Divorce Decree or Statement of Separation (if available).

C. Death of Spouse: Which occurred after the 2011-2012 FAFSA was completed.

1. Complete Section A, Change in Income.
2. Attach a photocopy of your Spouse's Death Certificate.
3. Complete a 2011-2012 Verification Worksheet (Dependent or Independent) and attach a copy of your 2010 Federal Income Tax Return and asset information worksheet.

D. Student's or Spouse's Loss of One-Time Income (January-December 2011)

1. Complete a 2011-2012 Verification Worksheet (Dependent or Independent) and attach a copy of your and/or your spouse's 2010 Federal Income Tax Return and asset information worksheet.
2. Letter of explanation (*Statement of fact*) detailing the nature of the one-time income (amount received, why it is one-time, etc.).

E. Medical care/Dental expenses

We will only consider expenses already **PAID** directly by you or your spouse. Unusual or unexpected medical expenses must be over and above typical health maintenance cost due to an unexpected, extraordinary, non-recurring emergency or incident. We assume that you will have medical coverage and only those costs not covered by insurance or other agencies will be considered. **Expenses must be at least 11% of your adjusted gross income,**

1. A statement from physician that documents an unusual medical condition or disability.
2. Copies of receipts or canceled checks must accompany billing statements for all appropriate bills. Billing statements must clearly indicate portions that have been paid by your insurance or other agency.
3. Complete a 2011-2012 Verification Worksheet (Dependent or Independent) and attach a copy of you and your and/or your spouse's 2010 Federal Income Tax Return and asset information worksheet.
4. Your current 2011 paystub and a projection of 2011 income yet to be earned through December 2011.

CERTIFICATION

I/we certify that the information and documentation provided is true and correct I/we understand that income or expenses not documented will not be considered. I/we further understand that if this appeal is based on projected year income, I/we may, at some point, be required to provide additional information to confirm projected-year income. I/we also understand that if 2011 actual income varies from the 2011 projected income, the financial aid award may be adjusted and I/we may be responsible for repaying any overpayment of aid received. I/we understand that this is an appeal for consideration and submission does not constitute and/or guarantee approval.

The most common reason for delays in reviewing this request is insufficient documentation. Please make sure to provide the most recent documentation available.

Student Signature _____

Date _____

Parent Signature _____

Date _____

For Office Use Only:

AGI _____	Student Income Tax Paid _____	Father's Income \$ _____
Mother's Income _____	Other _____ \$ _____	Other _____ \$ _____
Approved _____	Denied _____	Pending _____
EC Processed _____	New EFC _____	Old EFC _____
Correction processed: ____/____/____		New ISIR received: ____/____/____
Financial Aid Director: _____		Date: _____