

2021 - 2022 APPEAL FOR SPECIAL CONSIDERATION – STUDENT (APLS)**INSTRUCTIONS:**

This form should be completed **after** a 2021-2022 Free Application for Federal Student Aid (FAFSA) has been submitted, a **after** consultation with a financial aid representative, and **only** if there has been a significant decrease in you or your spouse's 2020 or 2021 taxable or non-taxable income. A financial aid representative will assist you in determining whether additional documentation will be required beyond what is listed on this form. Return this form **with all required documentation** to our office using the contact information above. **Appeals will be accepted on or after April 1, 2021.**

A. STUDENT INFORMATION

Student Name: _____ U ID Number: _____
SSN (last four): XXX-XX-_____ Phone Number: _____

B. VERIFICATION

If you are selected for verification, you must first complete the full 2021-2022 independent verification process and submit supporting documentation including but not limited to a copy of you and your spouse's 2019 federal tax return transcript. *Note:* In very rare instances, a dependent student may have a significant loss of income. In these cases, the dependent verification process must be completed, including the parent and student's federal tax return transcript(s). Once verification is complete our office will consider this appeal.

C. EXTENUATING CIRCUMSTANCES

Check the condition below which applies to you and provide **ALL** requested information.

1. You (or your spouse) worked full-time in 2019 and you and/or your spouse have been unemployed for **at least** 10 weeks in 2020 OR 2021. **You must choose one.**
1A. Indicate whose income was affected: yours or your spouse's dates of unemployment from / / to / /
1B. Indicate the reason for unemployment: _____
1C. Attach documentation from employer(s) indicating the last day of employment for 2020 or 2021.
1D. Attach documentation of the reduction in 2020 income (federal tax return transcripts or signed tax return with tax preparer ID AND all W2s and 1099s received) or 2021 income (last/most recent pay stubs showing final earnings from your former employer).
1E. Did you or your spouse or will you or your spouse file for unemployment benefits?
 Yes. Attach a statement from the Unemployment Compensation Office showing the maximum amount of unemployment benefits received in 2020 or 2021.
 No. Explain why not: _____
2. You or your spouse received untaxed income or benefits (for example, social security, TANF, etc.) in 2019 *but have lost* that income or benefit in 2020 OR 2021. **You must choose one.**
2A. Indicate whose benefit: yours or your spouse's AND date when untaxed income or benefit ended: / /
2B. Type and source of benefit: _____
2C. Reason for loss of benefit: _____
2D. Attach a statement from the agency providing the total amount of benefits received in 2020 or 2021.
3. You or your spouse experienced a reduction in income in 2020 OR 2021, which does not meet either of the above conditions. **You must choose one.**
3A. Whose income was reduced: yours your spouse's.
3B. Explain: _____
3C. Attach documentation of the reduction in 2020 income (tax return transcript or signed tax return with tax preparer ID AND all W2s and 1099s received) or 2021 income (three most recent pay stubs showing current and year-to-date earnings).

2021-2022 APLS (cont.)

- ___ 4. You and your spouse separated or divorced **after the FAFSA was submitted**.
 4A. Indicate the date of separation or divorce: ___/___/___
 4B. **Attach 2020 or 2021 federal tax return transcripts and 2020 or 2021 W2s for both parents.**
 4C. **Attach appropriate supporting documentation (example: divorce decree, official court documents, or letter from lawyer).**
- ___ 5. Your spouse had income in 2019 and died **after** the FAFSA was submitted.
 5A. Indicate the date your spouse died: ___/___/___
 5B. **Attach a copy of the obituary, funeral announcement, death certificate, etc.**
 5C. **Attach documentation of your 2020 income (tax return transcript or signed tax return with tax preparer ID AND all W2s and 1099s received) or 2021 income (three most recent pay stubs showing current and year-to-date earnings).**

D. PROJECTED STUDENT INCOME**1. Student's Household Information**

- 1A. Current marital status
 _____ Unmarried (single,
 divorced, widowed)
 _____ Married
 _____ Separated
- 1C. Number of family members in 2021-2022. Include yourself, and your spouse, any of your children who get more than half of their support from you, and others who now live with you and currently receive and will continue to receive more than half of their support from you. _____
- 1B. State of legal residence. _____
- 1D. Of the number in A3, write in the number who will be in college at least half-time during 2020-2021 including yourself. _____

2. Actual 2020 Calendar Year Taxable and Non-taxable income OR estimated 2021 Calendar Year Taxable and Non-taxable Income and Current Assets (If an item does not apply, write in zero.) Please indicate which year you are supplying.Note: If filing this form due to separation, divorce or death of spouse, include only **your** income.

	Actual Income 2020	<u>OR</u> Estimated Income 2021
Taxable Income:		
2A. Income earned from work-Student	\$ _____ .00	\$ _____ .00
2B. Income earned from work-Spouse	\$ _____ .00	\$ _____ .00
2C. Unemployment compensation	\$ _____ .00	\$ _____ .00
2D. Other taxable income - <i>Please specify:</i>		
_____	\$ _____ .00	\$ _____ .00
_____	\$ _____ .00	\$ _____ .00
_____	\$ _____ .00	\$ _____ .00
Total Taxable Income	\$ _____ .00	\$ _____ .00
Untaxed Income:		
2E. Child support received (12 months)	\$ _____ .00	\$ _____ .00
2F. Tax deductible payments to IRA/Keough	\$ _____ .00	\$ _____ .00
*2G. Other untaxed income and benefits - <i>Please specify source (s)</i>		
_____	\$ _____ .00	\$ _____ .00
_____	\$ _____ .00	\$ _____ .00

***INCLUDE:** Welfare benefits, workmen's compensation, VA non-educational benefits, housing food and other living allowances, cash or any money paid on your/your spouse's behalf, untaxed portions of 401(K) and 403(B) plans if reported on tax return.
DO NOT INCLUDE: Student aid, VA education benefits, TANF, rent subsidies for low income housing or food stamps, untaxed Social Security benefits.

Student Signature: _____

(TYPED SIGNATURES CANNOT BE ACCEPTED)

Date: _____