

Name: _____ SID# _____

Occasionally special circumstances arise that make the FAFSA data an inaccurate picture of a family's ability to pay for college expenses. This appeal form is for students whose financial circumstances have drastically changed since 2018 and would like to request that the Financial Aid Office re-evaluate their eligibility based on their current financial status. Please note that the circumstances below are **NOT** considered reasons for a Reduction in Income Appeal:

- Unusual expenses related to personal living
- One year bonus incomes
- Reduction in overtime pay
- Business/ Stock market losses
- Bankruptcy
- Retirement

INSTRUCTIONS:

Complete all requirements outlined below before submitting this appeal to the Financial Aid Office. Be thorough as the information provided on this appeal will ultimately determine your eligibility to receive financial aid at DVC.

1. Write a **PERSONAL STATEMENT** on a **separate piece of paper** explaining your current financial situation. Describe your current financial situation in detail and provide a *clear* explanation.
2. When did the changes to your finances occur (mm/dd/yyyy)? _____
3. Provide **SUPPORTING DOCUMENTATION** to verify the reasons for the Reduction Income request. This is an essential part of the appeal as providing sufficient documentation is the only way we are able to re-evaluate your eligibility based on the current financial status. Provide all documents listed below if applicable:
 - *Required for all appeals:*
 - 2019 signed Tax Return
 - 2019 W-2
 - 2020 signed Tax Return, if appealing after January 2021
 - 2020 W-2, if appealing after January 2021
 - Copy of your last pay stub notating Year-To-Date earnings
 - Copy of July 1, 2020 pay stub notating Year-To-Date earnings
 - *If loss of income is due to loss of employment:* proof of loss of employment such as termination/lay-off letter, statement from previous employer on company letterhead notating last day of employment, notice of Unemployment Insurance Notice stating last date of employment, or DD-214 if discharged from military services
 - *If currently employed:* statement from current employer, if applicable, on company letterhead notating date employment began, number of hours worked per week and wages earned per hour or month
 - *If loss of income is due to disability:* copy of Worker's Compensation or State Social Security Disability letter
 - *If loss of income is due to one-time income in 2018 (inheritance, moving expense allowance, insurance settlement, IRA or pension distribution):* provide an explanation of why this one time income is not available for educational expenses
 - *If loss of income is due to divorce of separation:* divorce decree or certificate of dissolution of marriage
 - *If loss of income is due to death of parent or spouse:* death certificate
4. **2020-2021 V1 VERIFICATION WORKSHEET.** Make sure to complete Section E: Income Certification and provide a copy of your 2018 Signed Tax Return for all appropriate parties.

5. PROVIDE YOUR INCOME FOR 2019: Please complete each method.

METHOD 1: LIST YOUR/YOUR PARENTS' INCOME FOR **JANUARY 1- DECEMBER 30, 2019.**

YOU MUST ATTACH DOCUMENTATION THAT IS IN AGREEMENT WITH THE AMOUNTS YOU LIST BELOW.

Source of Income	TOTAL
Parent's wages, salaries, tips (includes severance pay, disability payments, and any income from employment)	
Student's (and spouse) wages, salaries, tips (includes severance pay, disability payments, and any income from employment)	
Other taxable income (including unemployment benefits)	
Social Security Benefits	
Alimony and/or child support	
Other untaxed income	
Total income for 2019:	

METHOD 2: LIST YOUR/YOUR PARENTS' PROJECTED INCOME FOR **JANUARY 1- DECEMBER 30, 2020.**

YOU MUST ATTACH DOCUMENTATION THAT IS IN AGREEMENT WITH THE AMOUNTS YOU LIST BELOW.

Sources of Income	Income between Jan. 1, 2020 – TODAY	Estimated Income between TODAY – Dec. 31, 2020	TOTAL
Parent's wages, salaries, tips (includes severance pay, disability payments, and any income from employment)			
Student's (and spouse) wages, salaries, tips (includes severance pay, disability payments, and any income from employment)			
Other taxable income (including unemployment benefits)			
Social Security Benefits			
Alimony and/or child support			
Other untaxed income			
Total projected income for 2020:			

METHOD 3: LIST YOUR/YOUR PARENTS' PROJECTED INCOME FOR **JULY 1, 2020- JUNE 30, 2021.**

YOU MUST ATTACH DOCUMENTATION THAT IS IN AGREEMENT WITH THE AMOUNTS YOU LIST BELOW.

Sources of Income	Income between July 1, 2020 – TODAY	Estimated Income between TODAY – June 30, 2021	TOTAL
Parent's wages, salaries, tips (includes severance pay, disability payments, and any income from employment)			
Student's (and spouse) wages, salaries, tips (includes severance pay, disability payments, and any income from employment)			
Other taxable income (including unemployment benefits)			
Social Security Benefits			
Alimony and/or child support			
Other untaxed income			
Total projected income for 2020-2021:			

By signing this form, I certify that: (Initial by each statement)

- _____ All statements and/or supporting documentation are true and correct to the best of my knowledge.
- _____ I understand that further documentation may be requested if needed in order to reach a decision.
- _____ Once a decision has been made, I will be notified in writing via the Insite Portal email.
- _____ I understand that appeal processing may take 4-6 weeks during peak times.
- _____ If my appeal is denied, my financial aid eligibility will be based on 2018 financial information.
- _____ If my appeal is approved, I must meet the following SAP requirements to continue receiving aid at DVC:
 - 1) Earn at least a 2.0 GPA each semester
 - 2) Maintain a financial aid cumulative GPA of at least a 2.0
 - 3) Complete at least 67% of all units attempted every semester.

STUDENT'S SIGNATURE: _____ DATE: _____

PARENT'S SIGNATURE: _____ DATE: _____