2016–2017 Continuing Student Financial Aid Appeal Request Instructions

Reevaluation of Financial Assistance

We recognize that an individual’s or family’s financial situation may have changed. Drexel will review requests for reconsideration of a financial aid award (based on documented financial changes). The circumstances that are eligible for a reevaluation are listed on the following page. Please review these circumstances and then submit your financial aid appeal if one or more of these circumstances pertains to you or your family.

It is important to note that submitting this form does not guarantee the awarding of additional financial assistance. Drexel does guarantee, however, that your appeal will receive careful consideration and that you will be informed of our decision.

Completing the Financial Aid Appeal Request

Please take special note of the following requirements and procedures as you complete the Appeal Request:

1. You must answer all the questions on the Appeal Request form. Note that for each circumstance, there is additional documentation that you are required to provide. Appeal Requests that lack the required documentation will not be reviewed.
2. Please make sure that the student’s name and Drexel University ID appear on each additional document.
3. Only submit tax or financial documentation that is specifically listed on the instructions for each type of situation.
4. PLEASE DO NOT submit copies of tax returns; we can only accept IRS Tax Return Transcripts, which can be ordered at irs.gov/individuals/get-transcript.
5. A letter from you and/or your parent or guardian should accompany your appeal. This letter should contain detailed information about the change in your financial circumstances.

Alternative Financing Options

You may wish to consider the following financing options:

- Monthly Installment Payment Plan — drexel.edu/drexelcentral/billing/payments/payment-plan
- Parent PLUS Loan — drexel.edu/drexelcentral/finaid/loans/government-direct-loan-program-parents
- Private Scholarships — drexel.edu/drexelcentral/finaid/grants/non-drexel-scholarships

Please contact Drexel Central at 215.895.1600 or via ask.drexel.edu for counseling on these and other financing options or with any questions regarding the appeal process.
2016–2017 Continuing Student Financial Aid Appeal Request Form

Please note that this form is ONLY for continuing students who are U.S. Citizens at Drexel University.

Date

Student Name

University ID

Address

City

State

Phone

Email

Date of Birth

Major

I am a continuing: Undergraduate □   Graduate □

Please select the option(s) that best describes the change in your/your family's financial circumstances. Please note that if you are a dependent student, the circumstances described and additional documentation requested are for your parents. If you are an independent student, the circumstances described and additional documentation requested is for you.

☐ Recent Loss of Employment
   • Copy of your 2015 IRS Tax Return Transcript and W2s
   • Proof of unemployment benefits eligible to receive
   • Proof of any severance pay received

☐ Recent Reduction in Income
   • Copy of your 2015 IRS Tax Return Transcript and W2s
   • Parent’s three most recent pay stubs

☐ Recent Divorce/Separation
   • Proof of divorce or current separate addresses

☐ Recent Injury/Family Crisis/Health Issues
   • Written statement from student
     (Do not include medical documentation)

☐ Recent Death of Parent or Spouse
   • Copy of death certificate

☐ Loss of One-Time Income
   • Copy of your 2015 IRS Tax Return Transcript and W2s
   • Documentation of loss of income

☐ Out-of-Pocket Personal Expenses Not Reported on FAFSA
   • Documentation of expenses