



## ***2020-2021 APPEAL GUIDELINES AND PROCEDURES***

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You may appeal your financial aid award based on significant and/or unforeseen changes in circumstances that affect your ability to contribute to college costs. You may also appeal if you believe important financial information was not included on original application materials or may not have been considered when your application was reviewed.

### **Common Reasons for Appeal(s):**

- Loss of Employment – Your earned income in 2019 was less than your earned income in 2018
- Loss of Untaxed Income and Benefits – You received benefits in 2018 which ceased or were reduced in 2019
- Divorce/Separation -You or your parents divorced AFTER filing the FAFSA
- Death of a parent (dependent students only)
- One-time income – You or your parent received a one-time income in 2018 that was not received in 2019 (this may include a Pension, IRA Distribution, Inheritance or bonus)
- Medical/Dental Expenses- You or your parent’s out of pocket expenses in 2019 exceeded 10% of their income.

Depending on your circumstances and the nature of your appeal, you may be asked to provide additional information before a decision is made. We encourage you to contact our office and discuss your case with a counselor before you appeal, so that we can help you determine what sort of documentation might be required.

We will review your appeal and supporting documentation and determine whether adjustments should be made. Non-standard appeals (those under the category of “other”) are generally reviewed by the Appeals Committee.

Appeals based on high credit card debt, car payments, wedding expenses, vacations, or other discretionary expenses are not considered.

**Appeals for Loss of Income for the 2020 tax year are not permitted for the 2020-2021 Academic Year.**

You will be notified of the outcome of your appeal in writing. If changes are made to your financial aid package, you will also receive a revised award letter. Response time will vary based on our volume of appeals at the time your request is received, but you can expect a response within two weeks.

Appeals should be emailed to [sfp@dean.edu](mailto:sfp@dean.edu), faxed to 508-541-1941 or mailed to:

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