



Homewood Schools
Student Financial Services

Request a Reconsideration of your Aid: 2020-21 Financial Aid Appeal Process

The Appeal Process is used to request consideration of financial circumstances which were not evident in your original application; for example, medical expenses not covered by insurance, loss of income, unemployment, or other factors that affect your family's ability to pay for college. Aid eligibility for 2020-21 is based on a family's 2018 income and current asset information. If your family's 2018 income is not representative of your current financial situation, you may provide supplemental information about 2019 and 2020 income and other special circumstances through the Appeal Process.

We recommend speaking with your financial aid adviser before submitting an appeal. To request appeal consideration, complete and sign this form, and submit with all supporting documentation. **Please be sure to protect your personal information; for example, remove all but the last four digits of any Social Security Numbers on any documents you submit.** Notification of the decision by the Appeals Committee will be sent to the student's JHU email account.

| | |
|---|--|
| Student's Name: | Date of Birth: |
| Student's E-mail Address and Telephone Number: | Parent's E-mail Address and Telephone Number: |
| How much are you able to contribute towards educational expenses for the 2020-21 academic year? \$ _____ | |

Check the appropriate box below to indicate the reason for your request for reconsideration. Please submit all requested supporting documentation. Note: An appeal based on change in income due to job or overtime loss is reviewed after 6 months have elapsed since the date of the change.

Income in calendar year 2019 or 2020 is less than the 2018 income reported on the FAFSA and CSS Profile. Please provide the following documents:

- 2019 federal 1040 tax returns with all schedules
- 2019 W2 form(s)
- Most recent earnings statements for **all** parents in household
- Parent Monthly Income and Expense Statement: <https://finaid.jhu.edu/forms>

If applicable, please also submit the following document(s):

- Termination notice or signed letter of explanation from employer (on company letterhead)
- Severance documentation
- Unemployment benefits documentation

Unreimbursed medical expenses (for immediate family members only). Please provide the following documents:

- Medical bill(s) confirming payment (must exclude amount covered by insurance)
- Itemized bills must be tallied for total expenses paid (medical expenses should be greater than 10% of income to be considered)

Death or disability of a parent. Please provide the following documents, as applicable:

- Death certificate or verification of disability status
- Social Security benefits received for all family members
- Inheritance documentation
- Life insurance documentation

Other: Please use the box on Page 3 to submit a description of any factors you would like the committee to consider in the determination of the amount of assistance offered to the student. You may attach an additional page, if necessary. **Note:** we are unable to consider appeals based on circumstances that include but are not limited to: personal expenses (travel, hobbies, leisure), and/or expenses that have not yet occurred.

**2020-21 FINANCIAL AID APPEAL PROCESS
CHANGE IN FINANCIAL CIRCUMSTANCES WORKSHEET**

| | | | |
|------------------------------|--|-----------------------------|--|
| STUDENT NAME | | YEAR OF STUDY | |
| STUDENT EMAIL ADDRESS | | PARENT EMAIL ADDRESS | |

***PARENT INFORMATION IS REQUIRED FOR ALL UNDERGRADUATE STUDENTS**

| EXPECTED INCOME | STUDENT | PARENT 1 | PARENT 2 |
|--|----------------|-----------------|-----------------|
| Gross Income EARNED FROM WORK: 2019 Calendar Year | \$ | \$ | \$ |
| Projected Gross Income TO BE EARNED FROM WORK: 2020 Calendar Year | \$ | \$ | \$ |
| Lump Sum Termination Benefits Calendar Year: _____ | \$ | \$ | \$ |
| Unemployment Benefits Calendar Year: _____ | \$ | \$ | \$ |
| Workman's Comp Benefits Calendar Year: _____ | \$ | \$ | \$ |
| Other Income (specify source below)*: Calendar Year: _____ | | | |
| Source: | \$ | \$ | \$ |
| Source: | \$ | \$ | \$ |

*Other Income includes interest and dividends, pension distributions, business and rental income, alimony and child support, social security, insurance benefits, severance benefits, early withdrawal from retirement funds, clergy or military housing allowances.

| REASON / SOURCE OF DEBT | STUDENT | PARENT 1 | PARENT 2 |
|--------------------------------|----------------|-----------------|-----------------|
| | \$ | \$ | \$ |
| | \$ | \$ | \$ |
| | \$ | \$ | \$ |
| | \$ | \$ | \$ |
| | \$ | \$ | \$ |
| | \$ | \$ | \$ |
| | \$ | \$ | \$ |
| | \$ | \$ | \$ |

State the reason for your appeal in the space below and attach additional page(s) if more space is needed. Attach documentation from a third party and a letter with any additional information you would like the committee to consider.

I certify that all of the information on this form is true and complete to the best of my knowledge. I agree to notify Student Financial Services of any additional changes to expected income.

Electronic Signature _____ Date _____

I understand that entering my legal name above and checking this box constitutes a legal signature.

How to Submit your Request for Reconsideration

Please submit the completed form and any supporting documents using the secure digital drop box at the bottom of the web page at finaid.jhu.edu/reconsideration. Be sure to include the student's full name and date of birth in the description, and on all pages of the materials you submit.

The image shows two screenshots from a web application. The left screenshot is the 'Request a Reconsideration of Your Aid' form. It has a title bar and a sub-header: 'Request a Reconsideration of Your Aid'. Below that is a small instruction: 'Use the upload tool to submit your reconsideration request directly to our office. Be sure to include the student's full name and date of birth on all pages of the materials you submit.' The form is divided into an 'Information' section with fields for 'Student First Name', 'Student Last Name', 'Student Date of Birth (MM/DD/YYYY)', 'Student Email', 'Parent Email', and 'Academic Year' (with a dropdown menu showing '19-20' and '20-21'). There is a large blue 'Submit Files' button and a 'Submit' button at the bottom right. The right screenshot is a 'Thank You!' confirmation page. It displays 'Confirmation Number: 5019523976' and 'Completed On: June 2020, 9:14:30 am'. Below this, it says 'We have received the following files:' and lists 'Name' and 'Test.docx'. There is a 'Done' button at the bottom right.