

# 2017–18 Parent Appeal



**UNIVERSITY OF  
NORTHWESTERN**  
ST. PAUL

FINANCIAL AID OFFICE | 3003 Snelling Avenue North | St. Paul, MN 55113-1598 | 866-853-2455 | 651-631-5212 | [financialaid@unwsp.edu](mailto:financialaid@unwsp.edu) | [unwsp.edu/finaid](http://unwsp.edu/finaid)

The U.S. Department of Education gives the financial aid office the authority to make adjustments to a student's financial aid eligibility when financial circumstances arise that are out of the control of the parent. The following are circumstances that commonly merit consideration.

**IN ALL SITUATIONS PROVIDE DOCUMENTATION AND 2016 FEDERAL 1040 TAX**

## PLEASE CHECK THE APPROPRIATE BOXES:

Insufficient documentation will delay the appeal process

- PARENT(S) REDUCTION IN INCOME, UNEMPLOYMENT COMPENSATION AND/OR UNTAXED BENEFITS
  - Complete Worksheet A or B on the back of this page.
  - Provide current pay stub, 2016 W-2 statements and Federal 1040 tax form.
  - If receiving unemployment benefits provide a copy of benefits statement from the government.
  - For loss or reduction of untaxed benefits, provide a copy of the court order or notice of termination of benefits from the appropriate agency (example: child support received).
- PARENT'S UNUSUALLY HIGH UNINSURED MEDICAL AND DENTAL EXPENSES
  - Provide your 2016 Schedule A (medical receipts **will not** be accepted for documentation)
- TUITION EXPENSES AT PRIVATE ELEMENTARY OR SECONDARY SCHOOL/HOME SCHOOLING COSTS
  - Provide receipts of fees paid in 2016 or an official billing statement.
- SIGNIFICANT FINANCIAL SUPPORT OF AN EXTENDED FAMILY MEMBER (**50% OR MORE**)
  - Provide documentation such as a summary of data with copies of receipts, cancelled checks, etc.
- PARENT IN COLLEGE WITH TUITION EXPENSES
  - Provide receipts of fees paid or an official billing statement from 2016.
- UNUSUAL DEBT (NOT CONSUMER DEBT)
  - Provide documentation such as a summary of data with copies of contracts, lien, billing/payment summary.
- NON-DISCRETIONARY LEGAL EXPENSES
  - Provide receipts of fees paid or in the case of court ordered payments, attach court documentation.
- OTHER \_\_\_\_\_
  - Provide documentation to support stated situation.

UNW Student #1 \_\_\_\_\_ ID# \_\_\_\_\_

UNW Student #2 \_\_\_\_\_ ID# \_\_\_\_\_

Briefly explain your circumstances. (Use additional pages if necessary.) \_\_\_\_\_

Parent Name \_\_\_\_\_ Parent Signature \_\_\_\_\_

Parent E-mail \_\_\_\_\_ Parent Phone Number \_\_\_\_\_

Date \_\_\_\_\_

**Please return to:**

University of Northwestern – St. Paul  
Office of Financial Aid  
3003 Snelling Avenue North  
St. Paul, MN 55113-1598

Local: 651-631-5212  
Toll Free: 866-853-2455  
Fax: 651-628-3332  
[unwsp.edu/finaid](http://unwsp.edu/finaid)

## WORKSHEET A

### 2016 Projected Income (use gross earnings)

- |   |             |
|---|-------------|
| 1. Your earnings to date in 2016  | \$ _____    |
| 2. Your expected earnings for the rest of 2016  | + _____     |
| 3. Spouse's expected earnings for 2016  | + _____     |
| 4. Unemployment benefits/severance pay  | + _____     |
| 5. Other taxable income   |             |
| • Capital gains, interest, dividends, etc.  | + _____     |
| 6. Untaxed income   |             |
| • Housing allowance, worker's compensation,<br>VA assistance, disability, child support received, etc.<br>(Do not report SS benefits) | + _____     |
|   | TOTAL _____ |

## WORKSHEET B

### 2017 Projected Income (use gross earnings)

- |   |             |
|---|-------------|
| 1. Your earnings to date in 2017  | \$ _____    |
| 2. Your expected earnings for the rest of 2017  | + _____     |
| 3. Spouse's expected earnings for 2017  | + _____     |
| 4. Unemployment benefits/severance pay  | + _____     |
| 5. Other taxable income   |             |
| • Capital gains, interest, dividends, etc.  | + _____     |
| 6. Untaxed income   |             |
| • Housing allowance, worker's compensation,<br>VA assistance, disability, child support received, etc.<br>(Do not report SS benefits) | + _____     |
|   | TOTAL _____ |

