

# 2023–2024 Domestic Student Financial Aid Appeal Request Instructions

### **Change in Circumstances**

We know there may be times when your or your family's circumstances change unexpectedly. In cases where there has been an unforeseen change that creates a financial hardship, you may be able to receive assistance by using our appeal process.

Certain circumstances can be evaluated for additional financial resources on an emergency basis, such as those on the following page.

## **Completing the Financial Aid Appeal Request**

Please take special note of the following requirements and procedures as you complete the appeal request:

- 1. For new students starting in the 2023–2024 academic year, to be considered for a review of Drexel institutional need-based aid, you must file a 2023–2024 CSS Profile by the deadline published for your application choice (new students only).
- 2. For new and continuing students, to be considered for a review of federal and/or state aid, you must file the 2023–2024 FAFSA at **fafsa.gov** and have received your financial aid award package.
- 3. Complete the following form in its entirety. Note that for each circumstance listed, there is additional documentation that you are required to provide. Appeal requests that lack the required documentation will not be reviewed.
- 4. Please make sure that your name and University ID number appear on each additional document.
- 5. Only submit tax or financial documentation that is specifically listed on the instructions for each type of scenario.
- 6. Please DO NOT submit copies of actual tax returns; we can only accept IRS Tax Return Transcripts, which can be ordered at irs.gov/individuals/get-transcript.
- A letter from you and/or your parent/guardian should accompany your appeal request. This letter should contain detailed information about the change in your financial circumstances.

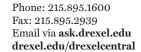
If you have any questions about the appeal process, please contact us via ask.drexel.edu.

#### **Alternative Financing Options**

Before you submit an appeal request, you may wish to consider the following financing options:

- Monthly Installment Payment Plan
- Direct PLUS Loan
- Private Education Loan
- Private Scholarships

Detailed information about each of these options can be found at **drexel.edu/drexelcentral/financing**. Please contact Drexel Central at 215.895.1600 or electronically at **ask.drexel.edu** for counseling on these and other financing options or with any questions regarding the appeal process.





# 2023–2024 Domestic Student Financial Aid Appeal Request

Please note that this form is ONLY for U.S. citizens or permanen	nt residents.	
New students — submit this form along with the appropriate documentat Continuing students — submit this form and application documents via l		
Date		
Student Name University ID		ty ID
Address		
City	State	ZIP Code
Phone	Email	
Date of Birth	Major	
☐ New Student ☐ Continuing Student		
the change in your/your family's financial circumstances. If you additional documentation requested are for your parents. If you and additional documentation requested are for you.    Recent Loss of Employment   Copy of your and/or your parents' 2021 and 2   Proof of unemployment benefits eligible to re   Proof of any severance pay you or your parents   Recent Reduction in Income   Copy of your and/or your parents' 2021 and 2	u are an independent 2022 IRS Tax Return eceive ts received	t student, the circumstances described a Transcripts and W2s
• Your or your parents' three most recent pay st	tubs	
<ul> <li>Recent Divorce/Separation</li> <li>Copy of your and/or your parents' 2021 and 2</li> <li>Proof of divorce proceedings or legal separati</li> </ul>		Transcripts and W2s
<ul> <li>Recent Death of Parent or Spouse</li> <li>Copy of death certificate</li> <li>Copy of your and/or your parents' 2021 and 2</li> </ul>	2022 IRS Tax Return	Transcripts and W2s
<ul> <li>Loss of One-Time Income</li> <li>Copy of your and/or your parents' 2021 and 2</li> <li>Proof of one-time income source</li> </ul>	2022 IRS Tax Return	Transcripts and W2s
<ul> <li>Out-of-Pocket Medical/Dental Expenses Not Rep</li> <li>Documentation of expenses not covered by m</li> </ul>		unce