



NORTHWESTERN UNIVERSITY

OFFICE OF FINANCIAL AID
1801 HINMAN AVENUE, 2ND FLOOR
EVANSTON, IL 60208-1270
(847) 491-7400

FINANCIAL AID APPEAL APPLICATION

Financial aid awards are based upon prior year income information. If your financial circumstances have changed or if you would like to provide clarification of your circumstances, we ask that you complete this Financial Aid Appeal Application and forward it to our office with a letter explaining the reason for your appeal.

Regulations governing the financial aid programs also state that appropriate documentation be collected prior to the re-evaluation of a student's financial aid eligibility. You will find documentation requirements for several types of financial aid appeals outlined on the back of this application.

Student Name: \_\_\_\_\_ Student ID#: \_\_\_\_\_

Permanent Address: \_\_\_\_\_

Student E-mail: \_\_\_\_\_ Student Phone #: \_\_\_\_\_

Parent E-mail: \_\_\_\_\_ Parent Phone #: \_\_\_\_\_

REASON FOR APPEAL: (Attach separate sheet or additional sheets, if needed)

Multiple horizontal lines for writing the reason for appeal.

Documentation is an essential part of your appeal. Please see the reverse side of this application for documentation requirements. I/We certify that the information contained in this appeal is true and accurate. I/We will notify the Office of Financial Aid in writing immediately if financial circumstances change.

Parent Signature: \_\_\_\_\_ Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Reason for Appeal:	Documentation Required:
Loss of Job/Reduction of Wages  <i>NOTE: We will review your file after all documentation has been submitted. We understand that several weeks may be needed to gather this documentation.</i>	Loss of Parental Wages/Employment Form, <i>and</i> <a href="http://ug-finaid.northwestern.edu/docs/WageLoss2012.pdf">http://ug-finaid.northwestern.edu/docs/WageLoss2012.pdf</a>  Copy of Termination letter, <i>and</i>  Documentation of Severance Package/Accrued Vacation/Sick Days (if applicable), <i>and</i>  Documentation of Unemployment Benefits, <i>and</i>  Copy of Last Paycheck Stub showing Year-to-Date Earnings (both parents), <i>and</i>  Monthly Expense Statement <a href="http://ug-finaid.northwestern.edu/docs/MonthlyExpense.pdf">http://ug-finaid.northwestern.edu/docs/MonthlyExpense.pdf</a>
Uninsured Medical Expenses	Copies of bills designating amount of expense not covered by insurance
Separation or Divorce	Legal Separation Papers or Copy of Divorce Decree  Non-custodial Parent Statement <a href="http://ug-finaid.northwestern.edu/docs/NCP201213.pdf">http://ug-finaid.northwestern.edu/docs/NCP201213.pdf</a>
Tuition Expense – Private Elementary or Secondary Education	Copy of school’s enrollment contract that includes the name(s) of child(ren) enrolled during the academic year, tuition cost, and the amount of any scholarship that subsidizes tuition
Other Expenses	Copy of bills or invoices outlining total expense  Monthly Expense Statement <a href="http://ug-finaid.northwestern.edu/docs/MonthlyExpense.pdf">http://ug-finaid.northwestern.edu/docs/MonthlyExpense.pdf</a>
Other Circumstances (For example, support for other family members not residing with you)	Documentation of financial impact for the academic year