

FINANCIAL AID APPEAL LETTER

Student Name: _____

Student ID / Number: _____

Address: _____

Phone Number: _____

Email Address: _____

Office of Financial Aid

To Whom It May Concern,

I am writing to formally appeal my current financial aid award. I respectfully request a reconsideration of my financial aid package due to changed financial circumstances and circumstances impacting my ability to meet educational expenses.

I have carefully reviewed my financial situation and believe that additional aid is necessary to continue my education without interruption. The following details provide an accurate depiction of my current financial condition and justify my appeal.

Explanation of Circumstances:

Please describe in detail the specific circumstances that have impacted your financial status, such as loss of employment, medical expenses, changes in family income, or other relevant factors. Attach supporting documentation to corroborate these statements.

Financial Information:

Provide an outline of your current income, assets, and liabilities including but not limited to: earnings, benefits, savings, loans, and debts. Attach relevant financial documents such as recent pay stubs, tax returns, or bank statements.

Request for Adjustment:

Based on the information provided, I kindly request an adjustment to my financial aid award that reflects my current financial need. I understand that final decisions are subject to review and approval by the Office of Financial Aid in accordance with institutional policies and federal regulations.

Acknowledgement:

I certify that all information included in this appeal is true and accurate to the best of my knowledge. I understand that providing false information may result in disciplinary action and/or loss of financial aid eligibility.

Student Signature: _____

Date: _____

Thank you for your time and consideration of my appeal. I look forward to your response and remain committed to fulfilling my academic goals.

STUDENT SIGNATURE

FINANCIAL AID OFFICER SIGNATURE

Signature: _____

Signature: _____

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