CAL MARITIME

STUDENT NAME _____

STUDENT ID # _____

2013-2014 INCOME APPEAL - PARENT

The Cal Maritime Financial Aid Office understands that family circumstances can change and impact the ability to financially support their son/daughter's enrollment. Federal regulations allow Financial Aid Offices to review changes in family situations and if possible, adjust the Estimated Family Contribution (EFC). At Cal Maritime we will accept income appeals for the following circumstances:

- Loss of job or reduction in earned income
- Loss of income benefit (Social Security, Disability, Unemployment etc.)
- Change in parental marital status
- Excessive medical bills or caregiver expenses
- Other unusual circumstances that have adversely affected family income

Income Appeals should be submitted as soon as possible after the change in income/circumstance can be documented. Please allow up to 3 weeks for our staff to complete the review process.

When considering appeals, we may need to verify the data initially provided on the FAFSA. If you have not submitted the appropriate verification documents, you may be asked to provide additional information before your appeal will be considered.

To appeal, you must complete **ALL PAGES** of this form. Submit the form and your supporting documentation to the Financial Aid Office.

LOSS OF INCOME/LOSS OF BENEFIT DOCUMENTATION

1. A signed statement from your parent explaining the circumstances of the loss of income or benefit. Provide details regarding the change in income from the data reported on the FAFSA. Also indicate all sources of income and benefits for 2013.

2. If the income is due to loss of employment provide a letter from your parent's employer indicating the last date of employment. A letter of termination from the employer meets this requirement **AND**
   a. A copy of the final pay stub reflecting year-to-date income **AND**
   b. A copy of the statement from the Employment Development Department (EDD) showing the maximum unemployment available for the unemployed parent. Provide the start date and ending date for benefits if not supplied in the EDD document. If the unemployed parent(s) did not receive unemployment, explain why in the written statement. If the parent was denied unemployment benefits, submit the letter of ineligibility from EDD.

3. If the loss in income is a reduction in hours/wages, provide your parents' three most recent pay stubs and explain the change in hours/wages in the written statement.

4. If the income change is due to loss of benefit, provide a statement from the provider indicating loss of benefit, final payment information, and year-to-date payments.

5. If a parent did not/will not work during 2013, provide an explanation in the written statement.

CAL MARITIME

STUDENT NAME _____

STUDENT ID # _____

PROJECTED PARENT INCOME/BENEFITS FOR 2013 CALENDAR YEAR

RECIPIENT - TYPE	ACUTAL income from January 1, 2013 to TODAY.	PROJECTED income from today to 12/31/13.	TOTAL 2013 INCOME (total of actual and projected)
Father/Stepfather's Gross Wages			0
Mother/Stepmother's Gross Wages			0
Other income: rental, unemployment, etc.			0
Untaxed Income: child support, IRA payments, etc.			0
Untaxed Income: disability etc.			0

CHANGE IN PARENT MARITAL STATUS DOCUMENTATION

☐ I have already submitted my FAFSA and my parents have since separated or are divorced. My parents have been separated or divorced since _____.
(month / day / year)

(Choose ONE) I am dependent on my ☐ Father for financial support ☐ Mother for financial support

1. Parents must submit a signed statement explaining the impact of the change in their marital status. Provide details regarding the change in income from the data reported on the FAFSA. Also indicate all sources of income and benefits for 2013.

2. Submit proof of legal separation. If parents are not legally separated, they should provide copies of recent utility bills or housing leases for EACH parent. This documentation must reflect separate addresses.

3. Provide a 2012 Federal Tax Return and W2 statements from the parent indicated above that provides more than 50% of your financial support (even if parents filed jointly).

☐ I have already submitted my FAFSA and since filing, one of my parents has passed away.

1. If you supplied data from this parent on your FAFSA, please provide a copy of the death certificate.

2. Provide 2012 W-2 statements from your surviving parent and a copy of their 2012 Federal Tax Return (IRS 1040, 1040A or 1040EZ).

CAL MARITIME

STUDENT NAME _____

STUDENT ID # _____

EXCESSIVE MEDICAL BILLS/CAREGIVER EXPENSES DOCUMENTATION

☐ My family has incurred unusually high "out-of-pocket" (unreimbursed) medical and/or dental expenses in 2012**.**

☐ My family has primary responsibility for elder care expenses or expenses related to a disabled family member.

1. Parents should submit a signed statement explaining the nature of the medical/dental or elder care/disability related expenses. Provide details regarding the impact on family income.
2. Provide copies of unreimbursed expenses such as billing statements reflecting payments and cancelled checks. If expenses are on-going, provide copies of contracts for care and expenses.

Please be as thorough as possible to assist us in reviewing your change in circumstances. The Financial Aid Office may request additional information to clarify the data provided in your appeal.

CERTIFICATION SECTION

I certify that the information contained in this Estimated Year Income Appeal and any supporting documentation or statements are true and complete to the best of my knowledge. I will provide additional information as requested by the Financial Aid Office. I understand any false information will be cause for the denial, reduction, and/or repayment of student financial aid.

Student Signature_____ **Date**_____

Student Phone # _____ **Email** _____

Parent Signature _____ **Date**_____

Parent Phone # _____ **Email** _____

Return this form and documentation to Cal Maritime's Financial Aid Office (we do NOT accept forms by email):