

# 2010-2011

## FINANCIAL AID APPEALS FOR SPECIAL CIRCUMSTANCES

Financial aid eligibility may be appealed based on special circumstances. The most common reasons a student would request a special circumstance review of his/her financial aid eligibility are:

### 1. **Reduced Parent/Student Income:**

Parents or students may appeal if current year income will be substantially less than previous year income. Common reasons for the decrease are loss of job (unemployment) or a reduction in hours as a result of employer cut-backs.

### 2. **Disability**

### 3. **Divorce/Separation**

Appeals based on reduced income are not reviewed before September 15. An explanation of the reason for reduced income must be submitted, including dates associated with the reduction.

Please note, appeals **WILL NOT BE CONSIDERED** if any of the following reasons apply:

1. If student or parent/spouse's reduction in income is based upon termination of employment as a result of the student or parent's own liability (e.g., insubordination, failure to report to work, theft of property, harassment, etc.).
2. Student or Parent/Spouse reduce their own hours at work
3. Student or Parent/Spouse leave their place of employment in favor of another position resulting in lower pay.

### **Deadlines To Submit Special Circumstance Request**

Fall 2010 Regular Term and Fall 2010 Quick Term  
(Requests and submission of required paperwork) **9/27/10**

Spring 2011 Regular Term and Spring 2011 Quick Term  
(Requests and submission of required paperwork) **11/8/10**

***Special Circumstance Requests and required documentation not received by the stated deadline dates will not be guaranteed for processing by the State of NJ TAG grant processing deadline dates of 11/15/10 and 3/15/11.***

### ★ **Base Year Verification Requirement**

All students requesting a Special Circumstance Review must undergo verification of the data they originally reported on the Free Application for Federal Student Aid (FAFSA). Students must submit copies of 2009 Federal tax returns and w-2s for student and parents (if dependent) or spouse (if independent and applicable). Students must also submit either the 2010-2011 Dependent or Independent Verification Worksheet as applicable **and** the 2010-2011 Additional Information Worksheet. These worksheets may be found by clicking on the Forms link on the financial aid webpage: [http://www.ocean.edu/admissions/financial\\_aid/index.htm](http://www.ocean.edu/admissions/financial_aid/index.htm).