

STUDENT NAME _____

ID NUMBER _____

Students, parents, and stepparents may use this form to request an appeal of student aid eligibility because of extenuating circumstances not addressed on the student's 2025-2026 Free Application for Federal Student Aid (FAFSA).

Appeal Policies:

- Your request will not be considered without supporting documentation and required signatures.
- Appeals and supporting documents should not exceed 20 pages in length.
- Appeals may not result in additional financial aid but all documentation will be thoroughly reviewed.
- **Appeals will only be considered once and will not carry over to future years.**
- Student loan funds are considered available financial aid in determining the outcome of an appeal, whether or not a student chooses to utilize those funds.
- **FAFSAs updated or changed after an appeal has been submitted will impact the outcome of the appeal.**
- Additional information or documentation may be requested at any time prior to the review of your appeal.

Situations that, alone, **will not** be considered for appeal include: car payments, consumer/credit card debt, high mortgage payments, matching other college/university offers, weddings, vacations, inability to liquidate assets, siblings enrolled in college, and other discretionary costs.

2024 or 2025 INVOLUNTARY REDUCTION OF INCOME (January 1st - December 31st)

(Continuing unemployment **or** a significant reduction of income since filing the 2023 Tax Return)

Must provide the following documentation:

- 2024 W-2s and/or 2025 year-to-date pay stub
- 2024 Tax Return Transcript (Request at irs.gov/transcript)
 - Do not include state tax returns
- 2025 Documentation of unemployment benefits
- If reduction of income is due to loss of child support:
 - Name and age of each child with the last date and the last amount of child support received
 - Copy of agreement indicating end date of child support
- Letter of explanation detailing your loss of income

	Parent's or Student's Name	Parent's or Student's Spouse's Name
Estimated total gross income from work Include year-to-date pay and estimated future earnings	\$	\$
Other Taxable Income Alimony, dividend/interest income, unemployment compensation, investment	\$	\$
Nontaxable Income Pensions, annuities, TANF, or child support received	\$	\$

2023 ONE TIME INCREASE IN ADJUSTED GROSS INCOME (AGI)

(Including one time increase of IRA distributions)

Must attach a letter of explanation, including the following:

- 2022 AND 2024 Tax Return Transcript. This can be ordered online at irs.gov/transcript
- Explanation of how the 2023 increase in AGI was used



2025-2026
FINANCIAL AID APPEAL
Office of Undergraduate Financial Aid

SUBMITTING YOUR APPEAL

Documents should be submitted to the Office of Undergraduate Financial Aid by email, fax, mail, or in-person.

Office: Office of Undergraduate Financial Aid

Campus Location: Bhathal Student Services Center

Email: finaid@chapman.edu

Fax: (714) 997-6743

Address:

Chapman University
Attn: Office of Undergraduate Financial Aid
One University Drive
Orange, California 92866