



EASTERN CONNECTICUT STATE UNIVERSITY

Office of Financial Aid

2022-2023 Request for Additional Financial Assistance

Special Circumstances Appeal Form

Name:	Eastern ID:
Telephone Number:	Date:

According to federal laws and regulations, a family's 2020 income is used to assess financial need for the 2022-2023 school year. If, as a result of COVID-19 or extenuating circumstances, your 2020 income is substantially reduced, a financial aid administrator may be able to use your estimated 2021 income to reassess your financial need. If you have not already done so, please complete the [FAFSA](#), the required financial aid application, prior to submitting this form.

INSTRUCTIONS:

Complete this entire form, and be sure to indicate the reason for the change in income. Attach supporting documentation, your explanation, and this signed form, in one email to financialaid@easternct.edu.

Check all that apply:

Loss of parent employment
Supporting documents: Last paystub/
unemployment benefits/layoff paperwork

Loss of student employment
Supporting documents: Last paystub/
unemployment benefits/layoff paperwork

Reduction in parent income
Supporting documents: Last paystub/
Proof of hours reduction

Reduction in student income
Supporting documents: Last
paystub/Proof of hours reduction

Excessive medical/dental expenses
Supporting documents: Medical/Dental bills

Separation/Divorce/Death
Supporting documents: Divorce paperwork/
death certificate

Once we review this request, you may be required to submit additional documentation such as:

- Completed 2022-2023 Verification Worksheet
- Copy of parent signed 2020 and 2021 signed Federal Tax Return (if applicable)
- Copy of student signed 2020 and 2021 signed Federal Tax Return (if applicable)
- Copy of 2020-2021 Non-Tax Filer Verification form, if dependent and a tax filer (if applicable)
- Additional supporting documentation may be requested if needed

Please explain your situation below. If you have a separate document with your explanation, feel free to include it in your submission email, and write “See attached” in the box below.

For this request to be processed, you must submit this form, along with all supporting documents required, in a single e-mail to financialaid@easternct.edu. Also, please note that you may also be required to complete verification with Inceptia and/or provide additional information that your financial aid counselor requests.

By signing below, I/we certify that all information reported on this form is complete and correct.

Student Signature

Date

Parent Signature

Date