



# Financial Aid Appeal Form

Student's Name: \_\_\_\_\_

Parent's Name(s): \_\_\_\_\_

Phone Number(s): \_\_\_\_\_

Email(s): \_\_\_\_\_

Please select the reason for your appeal:

- We did not apply for financial aid during the application period and would like to be considered.
- Our financial aid award is not adequate to meet our need.

Did you update your information in SSS Comp Assist?

- Yes       No       N/A

Have your family's circumstances changed since you first applied for financial aid?

- Yes       No       N/A

If yes, please explain your family's changed circumstances: (use additional paper if necessary)

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Did your Personal Financial Statement (PFS) accurately reflect your financial situation?

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Is there any other information you would like the Financial Aid Committee to consider? (use additional paper if necessary)

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What is the maximum amount you can afford to pay for tuition? \_\_\_\_\_

Does this include contributions from other family members?  Yes  No  N/A

**All of the information provided with the submission of this appeal is true and complete to the best of my knowledge. If necessary, I agree to provide further documentation of the information that I have given. I understand that submission of an appeal does not guarantee a change to my financial aid award.**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Please submit this form and any additional documentation to the front desk in a sealed envelope. If you have questions, please call our Financial Aid Administrator, Elizabeth Schneider at 510-992-9991.



# Financial Aid Appeal Required Documentation

Reason For Appeal	Documentation Required
<p><b>Loss of wages/untaxed income/benefits</b></p>	<ol style="list-style-type: none"> <li>1. Documentation that proves the income received to date for the year (e.g., copy of your two most recent/final pay stub, documentation of unemployment benefits, etc.)</li> <li>2. Documentation that explains and substantiates the estimate for the amount of income you will receive for the remainder of the year.</li> </ol>
<p><b>Separation or divorce since the aid applications were completed</b></p>	<ol style="list-style-type: none"> <li>1. Documentation confirming the date of the separation or divorce.</li> <li>2. For the parent who completed the <i>PFS</i>, documentation that proves the income already received to date for the year (e.g., copy of most recent/final pay stub, etc.) and that verifies the estimate for the amount of income you will receive for the remainder of the year.</li> </ol>
<p><b>Death of a parent since the aid applications were completed</b></p>	<ol style="list-style-type: none"> <li>1. Copy of death certificate, obituary, etc unless not required by the Head of School.</li> <li>2. Documentation that proves the income already received to date for the year (e.g., copy of most recent/final pay stub, etc.) and that verifies the estimate for the amount of income you will receive for the remainder of the year.</li> </ol>
<p><b>Paid medical and/or dental expenses or ongoing disability</b></p>	<ol style="list-style-type: none"> <li>1. Documentation of the amount the parent(s) paid (copies of bills, cancelled checks, etc.).</li> <li>2. Letter from a medical provider of condition and inability to work and/or social security disability benefit documentation.</li> </ol>
<p><b>Other</b></p>	<ol style="list-style-type: none"> <li>1. Any documentation that substantiates the claim.</li> </ol>