

# UNIVERSITY OF HARTFORD

## 2023-2024 Appeal for Additional Funds Form

Student Name: \_\_\_\_\_ University ID#: \_\_\_\_\_

Important Note: Please understand that by filing this form, the student is **not** guaranteed additional funds. Appeals are determined on a case by case basis and do not carry over from year to year. The Appeals Committee will attempt to review your information as quickly as possible. Additional documentation will be requested upon further review of this form. Please be advised that all professional judgment appeal decisions are final.

### A. Requirements for Filing an Appeal

In order to be reviewed for additional funds you must:

- Have an official FAFSA filed the 2023-2024 academic year
- Borrow your Federal Direct Loans in full [*If your Federal Direct Loans have been declined, your appeal cannot be processed further.*]
- Understand that the student's account will undergo the Federal Verification process, which may require the student and/or parent to submit requested tax documentation

### B. Review Ineligible Appeal Reasons

The circumstances below do not qualify and will not be considered as reasons for an appeal according to the U.S. Department of Education and/or the University of Hartford guidelines.

- Standard living expenses (e.g. home mortgage, credit card bills, car payments, home improvements, etc.)
- Vacation expenses
- Tuition paid for private elementary and/or secondary schools
- Professional licensing exam fees
- Voluntary leave from employment
- Bankruptcy
- Loss of overtime, bonuses, or commission
- Items already accounted for on the FAFSA (i.e. multiple children in college)
- Circumstances occurring prior to the 2021 calendar year

### C. Select the Purpose for Appeal

Please indicate one or more of the purpose(s) below for your appeal. Also attach a brief narrative describing specific information related to the purpose(s) selected. ***This form cannot be reviewed without submission of detailed signed narrative.***

- Withdrawal from an IRA fund(s) or IRA rollover during the **2021** tax year.  
Did you withdrawal again in **2022** tax year?  Yes  No *If yes, please explain why in narrative. Narrative should include purpose for withdrawal/conversion and monetary amount.*
- Loss of income due to unemployment or involuntary employment change occurring after the **2021** tax year  
*Narrative should include when loss of income occurred, approximate amount of overall loss, reasoning for loss, etc.*
- Parent has divorced/separated from spouse occurring after the **2021** tax year  
*Narrative should include which parent the student is living with and when divorce/separation occurred.*
- Other: Please ensure reason is not listed in section B.  
*Narrative should be brief yet descriptive regarding the purpose for the appeal.*