



Pepperdine University

Seaver College, Office of Financial Assistance

2019 Summer Student Appeal Request Form

The Office of Financial Assistance has an Appeal Committee to review cases of extreme hardship or special circumstance(s). To appeal for additional assistance, as a requirement, a student and/or parent must read and complete this form. You will then provide a statement detailing the specific financial hardship your family is experiencing and provide substantiating documentation. ***Please use a black marker to completely cover sensitive information on the documents you upload (Bank PIN Number, Driver's License, Social Security Number, Credit Card Number, or Medical Records) into our cloud-based system.*** All of the above will be submitted via the online process, where you will also be asked to answer questions to match you to potential scholarships.

**Summer Student Appeals will be accepted between
May 1, 2019 and June 21, 2019**

Incomplete appeals will ***not*** be reviewed - it is ***your responsibility*** to confirm you have provided all required and applicable documents before clicking the "Finish and Submit" button.

Last Name	First Name	CWID	Cell Phone#
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REQUIRED

All items listed in the student's To-Do-List located on WaveNet must be submitted and/or resolved. Please Note: Your appeal will remain on your To-Do-List until a decision has been determined by the Appeal Committee.

- ***All student loans must be accepted*** on WaveNet.
- ***2016 Parent(s) IRS Tax Return Transcript and 2016 W-2(s), UNLESS you USED the Data Retrieval Tool option on the FAFSA.***
- ***Additional required items*** are listed in red below.

Below are examples of types of appeals and suggested supporting documentation.

TYPES OF APPEALS	ADDITIONAL ITEMS BELOW, AS APPLICABLE
PARENTS' UNEMPLOYMENT/WORK REDUCTION If there has been a drastic change in your financial resources since 2016. Required documents: 2018 Parent(s) IRS Tax Return and W-2's. If you do not have these documents, DO NOT SUBMIT this appeal.	<ul style="list-style-type: none"> • Last pay stub showing earnings to date • Documentation of unemployment benefits • Termination/Layoff notice from employer
MEDICAL BILLS Paid by parent/student	<ul style="list-style-type: none"> • Billing statements • Proof of payment • Insurance statement
DIVORCE OR SEPARATION If your parents filed a joint tax return in 2016 and filed for divorce or legal separation as of the date you filed the 18-19 FAFSA.	<ul style="list-style-type: none"> • Copy of divorce decree or legal separation
DEATH of a parent/spouse	<ul style="list-style-type: none"> • Copy of Death Certificate • Documentation of insurance payments/SSI benefits, etc.
OTHER special circumstance(s)	<ul style="list-style-type: none"> • Applicable Supporting Documentation

Appeal Awarding Policy

All students requesting appeal funds must have an official 2018-2019 FAFSA on file at Pepperdine at the time they submit their appeal. **An Appeal submitted with insufficient documentation or not following appeal policies will be canceled after two weeks. All items listed in the section above, (under REQUIRED) must be submitted along with applicable documents in order for the appeal to be reviewed. Students requesting appeal funds are required to accept and borrow their student loans offered on their financial assistance award.** Approved appeals funds will be revoked, if you do not accept and borrow student loans, adhere to the appeal awarding policies or cancel your student loans later in the school year.

Please do not make any changes after you have submitted the appeal unless additional documentation is requested. If you need to make changes, contact our office for authorization and instructions on how to proceed.

We request that every parent complete the Parent PLUS Loan online credit check at www.studentloans.gov, which takes approximately 15 minutes. If approved, you are not required to accept the loan, but please provide an explanation in your appeal statement explaining why the PLUS Loan will not be processed. If denied, the student may be eligible to receive up to a \$4,000 of additional Federal Direct Unsubsidized Stafford Loan as a Freshman/Sophomore or \$5,000 as a Junior/Senior.

Information

To qualify for most financial assistance programs, a family must demonstrate "financial need." Financial need is the difference between the cost of education at Pepperdine University, Seaver College and the amount you and your family are expected to contribute to your education, as determined by the FAFSA.

Due to the limited availability of university financial assistance funds, approved summer appeals will **not** carry forward.

Acknowledgement

I authorize the Office of Financial Assistance to reduce, cancel, and/or re-assign my loans including PLUS if grant/scholarship funds are approved. Furthermore, if loans are re-assigned, I understand that I am required to "accept" all loan adjustments in order for my aid to process and remain at the same level before the adjustment. Unaccepted loans may create outstanding charges along with finance charges on my student account. I understand that missing, incomplete, or insufficient documentation may cause my appeal to be delayed and/or canceled. I agree to not make any changes to the appeal after it has been submitted without authorization from the office. I acknowledge this will be my appeal decision for the summer.

I/we certify by signing this form that I/we have read all the above, reviewed all links, and affirm that all information provided via this form and online is true, complete, and accurate to the best of my/our knowledge. I/we accept, agree, and will adhere to all of the above policies and the [Financial Assistance Terms and Conditions](#). I/we understand that any appeal misrepresentations will be cause for reduction, denial, and/or repayment of financial assistance. I/we also certify that if our family circumstances change after an exception has been granted, we will immediately notify the Office of Financial Assistance. Pepperdine reserves the right to report all suspected and confirmed fraud cases to the Federal Processing Center for legal prosecution.

Student Signature: _____ Date: _____

and/or

Parent(s) Signature: _____ Date: _____

(Fill out, review links, print form, sign, save as a PDF and then upload into the online portion of this process.)

***** The following items will be required during the online portion of your appeal process:**

- 1) **ACCESS** the online process here <https://pepperdine.academicworks.com>
- 2) Sign in using the STUDENT WaveNet ID and click on "General Application" complete **ALL** questions
- 3) Select the "Summer Term" box located at the bottom of the application. Click "Finish and Submit"
- 4) The Summer Appeal will become available for you to complete (answer all questions)
- 5) Upload **your signed** 2019 Summer Student Appeal Request Form
- 6) Compose a statement detailing the special circumstance your family is experiencing
- 7) Upload the required and applicable supporting documentation
- 8) Confirm the type of assistance you are requesting (Grant/Loan/Work)
- 9) Request a dollar amount. Click and "Finish and Submit"

***** IMPORTANT: Your appeal WILL NOT BE REVIEWED if any portion of the process is incomplete.**

Appeal decisions are final. Please do not resubmit a future appeal without contacting the office.