



Pepperdine University

Seaver College, Office of Financial Assistance

2018-2019 General Student Appeal Request Form

The Office of Financial Assistance has an Appeal Committee to review special circumstance(s). To appeal for additional assistance the student and/or parent must complete this form and provide a statement detailing the specific financial hardship your family is experiencing with substantiating documentation. All forms and documentation are required to be submitted via the **ONLINE APPLICATION PROCESS**. Please black out 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. The General Application will ask questions to match you to potential scholarships.

**2018-2019 General Student Appeals will be accepted from
June 18, 2018 through March 1, 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 in the Student Center on WaveNet must be submitted and/or resolved.
- Parent's IRS Tax Transcripts and W-2's for both the 2016 & 2017 years are required for the following "Types of Appeals" PARENTS' UNEMPLOYMENT / WORK REDUCTION and DIVORCE OR SEPARATION
- All student loans must be accepted in your Student Service Center on WaveNet.

Below are examples of common appeal reasons and the typical documentation that might be submitted.

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.	<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 the appeal is submitted. An appeal submitted with insufficient documentation or not following appeal policies will be cancelled 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 the student loans offered on their financial assistance award.** Students that decline their student loans will not be granted appeal consideration. Approved appeals funds will be revoked, if you do not adhere to the appeal awarding policies or cancel your student loans later in the school year.

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 cannot be processed. If denied, the student may be eligible to receive an additional Federal Direct Unsubsidized Stafford Loan up to a \$4,000 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

Acknowledgement

I authorize the Office of Financial Assistance to reduce, cancel, and/or re-assign my loans if grant funds are approved. Furthermore, if loans are reassigned, 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/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: _____

(Read form, review links, print, sign, save as a PDF, then upload into the online process in Step 5, detailed below.)

***** The following items will be required during your online appeal application:**

- 1) **ACCESS** the online process here: <https://pepperdine.academicworks.com>
- 2) Sign in using the STUDENT'S WaveNet ID and click on "General Application." Complete *ALL* questions.
- 3) Select the "General Academic Year" box located at the bottom of the application. Click "Finish and Submit."
- 4) Select the General Academic Year Appeal and complete all questions. Note: If you do not see this option please call the Financial Assistance Office.
- 5) Upload your signed 2018-2019 General Student Appeal Request Form (this form - as a pdf).
- 6) Compose a statement detailing the special circumstance(s) 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 "Finish and Submit."

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