



# Pepperdine University

Seaver College, Office of Financial Assistance

## 2020 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. *You MUST use a BLACK MARKER before uploading your supporting documents via the online Pepperdine AcademicWorks cloud-based system to cover restricted identifiable information such as (Bank Account, Bank PIN, Driver's License, Social Security, Credit Card or Medical numbers) All of the above will be submitted via the online process. The Seaver College General Application will ask questions to match you to potential scholarships.*

**Summer Student Appeals will be accepted between  
May 1, 2020 and June 19, 2020**

**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.

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Last Name

First Name

CWID

Cell Phone#

### 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.
- **2017 Parent(s) IRS Tax Return Transcript or 2017 Signed Federal Tax Return (1040 with all applicable schedules) and 2017 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 2017. <b>Required documents: 2018 Parent(s) IRS Tax Return and W-2's. If you do not have these documents, DO NOT SUBMIT this appeal.</b>	<ul style="list-style-type: none"><li>• Last pay stub showing earnings to date</li><li>• Documentation of unemployment benefits</li><li>• Termination/Layoff notice from employer</li></ul>
MEDICAL BILLS Paid by parent/student	<ul style="list-style-type: none"><li>• Billing statements</li><li>• Proof of payment</li><li>• Insurance statement</li></ul>
DIVORCE OR SEPARATION If your parents filed a joint tax return in 2017 and filed for divorce or legal separation as of the date you filed the 19-20 FAFSA.	<ul style="list-style-type: none"><li>• Copy of divorce decree or legal separation</li></ul>
DEATH of a parent/spouse	<ul style="list-style-type: none"><li>• Copy of Death Certificate</li><li>• Documentation of insurance payments/SSI benefits, etc.</li></ul>
OTHER special circumstance(s)	<ul style="list-style-type: none"><li>• Applicable Supporting Documentation</li></ul>

### Appeal Awarding Policy

All students requesting appeal funds must have an official 2019-2020 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](http://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 credentials, complete all questions on "General Application." Select the "Summer Term" box located at the bottom, click "Finish and Submit"
- 3) The Seaver College General Application will become available, complete to be matched to scholarships. Click "Finish and Submit"
- 4) The Summer Appeal will become available, complete and answer all questions
- 5) Upload the completed and signed 2020 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.**