



2021-2022 General Appeal 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, review all links, complete, sign and save this form to be uploaded into the online appeal process. [Submit a Successful Appeal](#)

Appeals will be accepted between July 19, 2021 and midnight March 31, 2022

- Complete appeals received by the **PRIORITY DEADLINE date of July 30** with all required and applicable supporting documentation will receive a response by August 13, 2021.
- Complete appeals received after the priority deadline of July 30 will still be processed, but are not guaranteed a response before August 30, 2021.
- Incomplete Appeals: It is **your responsibility** to confirm you have provided all required and applicable documents before clicking the "Finish and Submit" button. Please refer to "Incomplete/Pending Appeal" section on the "Submit a Successful Appeal" link above

If you require **technical assistance** with the online appeal process [Click here](#) and refer to the General/Technical Information section at least 3 days prior to the deadline.

Last Name	First Name	CWID	Cell Phone#
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REQUIREMENTS FOR THE APPEAL:

- **All Financial Assistance items listed** in the student's To Do List (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 and processed** on WaveNet.
- **2019 Parent(s) IRS Tax Return Transcript or 2019 Signed Federal Tax Return (1040 with all applicable schedules) and 2019 W-2(s), UNLESS you USED the Data Retrieval Tool option on the 2021-2022 FAFSA.**
- **Additional required items** are listed in *red* below.

Below are examples of common appeal types and the recommended documentation to submit.

TYPES OF APPEALS	ADDITIONAL ITEMS BELOW, AS APPLICABLE
PARENTS' UNEMPLOYMENT / WORK REDUCTION If there has been a drastic change in your financial resources since 2019. Required documents: 2020 Parent(s) IRS Tax Return Transcript or 2020 Signed Federal Tax Return (1040 with all Schedules) and 2020 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 2019 and filed for divorce or legal separation as of the date you filed the 2021-2022 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 2021-2022 FAFSA on file at Pepperdine at the time the appeal is submitted. **An appeal submitted with insufficient documentation, based on the same circumstances as a prior submitted appeal or not following appeal policies will be canceled after two weeks. All items listed on page one (under REQUIREMENTS FOR THE APPEAL) must be submitted along with applicable documents in order for the appeal to be reviewed. Students with approved appeal funds are required to accept and process the full amount of federal student loans offered on their financial assistance award for the academic year.** Please note, federal policy allows all students to request that the school cancel their federal loans within 14 days after the disbursement. However, if you decide to cancel your federal student loan(s), your approved/dispensed appeal funds will be revoked. Approved appeal funds will be revoked if you do not accept and process the student loans offered, adhere to the appeal awarding policies, or cancel your student loans later in the school year. Appeal funds will only be applied toward the cost of tuition. Contact the office if you are unsure what institutional awards are tuition only awards.

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

We request that every parent complete the Federal Parent PLUS Loan credit check online at www.studentaid.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 why the loan will not be processed. If denied, the student may be eligible to receive an additional Federal Unsubsidized Loan up to \$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.

Due to the limited availability of university financial assistance funds, approved appeals may be funded with additional student and/or parent loans. Appeals are approved on an annual basis and approved funds will carry forward to future years unless you are no longer eligible or are notified otherwise.

Note to Early Action and Incoming Students: When reviewing appeals and the financial assistance budget, we have already considered and accounted for students that were offered scholarships/grants, but will not choose to attend Pepperdine University. *We do not match or consider scholarship/grant offers from other schools.*

Academic scholarships are offered to newly admitted students who qualify; there is not a separate application. Students that met the academic scholarship criteria were notified. There is no appeal process for academic scholarships. If you have any questions, please contact the Academic Scholarship Committee at admission-seaver2@pepperdine.edu.

Acknowledgement

I authorize the Office of Financial Assistance to reduce, cancel, and/or re-assign my loans including the Federal Parent PLUS Loan 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 as before the adjustment. Unaccepted loans may create outstanding charges along with finance charges on my student account. I understand that missing, incomplete, unprocessed student loans 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 2021-2022 academic year.

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, I/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 Signature: _____ Date: _____

Read, review links, complete, electronically sign and save the 2021-2022 General Appeal Form. If you are not able to electronically complete and sign the form, then print the form, complete, sign and scan it as a PDF for uploading online.

***** You MUST complete the following steps to submit your appeal:**

- 1) **READ** [How to Submit a Successful Appeal](#) and **BEGIN** the online process at: <https://pepperdine.academicworks.com>
- 2) Sign in using the STUDENT'S WaveNet ID and click on "General Application" and complete ALL applicable questions
- 3) Select the "Appeal - General" box located at the bottom of the application. Click "Finish and Submit"
- 4) **REQUIRED** "Seaver College - Scholarship Questionnaire" and the "Seaver - General Appeal" will become available for you to complete
- 5) Upload the completed signed 2021-2022 General Appeal 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 for the academic year (Appeal funds ONLY apply to the cost of tuition)
- 10) Click "Finish and Submit." (This action indicates you will not make any changes to this appeal without prior authorization from the office)

***** IMPORTANT:** Your appeal **WILL NOT BE REVIEWED** if any portion of the process is incomplete. Please check your Pepperdine email regularly for updates and decision on your appeal. [Click here to submit a successful appeal.](#)

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