



Online Submission: bit.ly/BMCU-Submit

Office of Financial Aid

Last Name

Student ID Number

1 of 3

2. Reason for Appeal: Answer questions for your SPECIFIC circumstance and provide the required documentation. Your appeal will not be reviewed until all documents are received.

Employment Loss – layoff/termination/job change that resulted in income reduction <u>since 2023</u> :		
<p><small>**Income will only be modified after 10 weeks of unemployment.</small></p> <p><small>**Quitting a job, changing jobs or reducing hours at a job to return to school does not qualify as a special circumstance.</small></p>		
Name of person who experienced the loss:	Company Name where loss occurred:	Last date of employment:
Did/will this person receive unemployment?	<input type="checkbox"/> No <input type="checkbox"/> Yes (Unemployment Benefit Statement Required)	
Is this person currently employed?	<input type="checkbox"/> No <input type="checkbox"/> Yes (Start Date): _____ Company Name: _____	
Was loss voluntary?	<input type="checkbox"/> No <input type="checkbox"/> Yes	
Additional Documentation Required: <input type="checkbox"/> Termination/separation letter (Employer signed) and copy of severance package (if severance received) <input type="checkbox"/> Copy of last pay stub for student and/or spouse <input type="checkbox"/> Copy of Unemployment Benefits Statement (if unemployment received)		

Unexpected Life Event – death or disability resulting in loss of income	
Name of deceased spouse:	Date of death/disability:
Additional Documentation Required: <input type="checkbox"/> Copy of Death Certificate or full obituary <input type="checkbox"/> Documentation of medical and/or funeral expenses <input type="checkbox"/> Determination of disability from Social Security Administration	

Divorce or Separation – must occur AFTER FAFSA has been submitted
Date of Divorce/Separation:
Additional Documentation Required: 1. Divorced - copy of Divorce Decree. 2. Separated - signed letter from lawyer stating intent to divorce and date of separation. If not available ; copies of current utility bills or lease agreements in BOTH names to verify separate addresses.

One-Time Income Removal
Type of one-time income:
Explanation of income:
Additional Documentation Required:
1. Documentation of one-time income from the source income was received.

4. Required Signatures:

By signing this form, I certify that all the information on this form and any attachments are complete and accurate to the best of my knowledge. *Warning: Purposely giving false or misleading information may result in a fine, imprisonment, or both.*

Student's Signature (written, not electronically signed)

Date

Parent's Signature (written, not electronically signed, required only for dependent students)

Date