

2018-2019 REVIEW OF FINANCIAL HARDSHIP

Student Name: _____

WVU ID: _____

Please **DO NOT SUBMIT** a review of financial hardship if the Expected Family Contribution (EFC) listed from your FAFSA, FAFSA Confirmation, or Student Aid Report is "0" because your EFC is already at the lowest amount possible. As such, the review cannot have an impact on your EFC or financial aid.

Step One: Submit the FAFSA

Before submitting a review for financial hardship, you must submit your Free Application for Federal Student Aid (FAFSA) at fafsa.ed.gov for the 2018-2019 academic year.

Step Two: Choose the Reason(s) for Financial Hardship *(Check all that apply)*

- You must **attach** all requested documentation to support your review.

I am submitting a review due to... **Loss of Employment** **Reduction of Income**

1) Name of person(s) who experienced loss of employment or reduction of income: _____

2) Relationship to Student: Self Parent/Step-parent(s) Student's spouse

3) Last Date of Employment (MMDDYY): _____ 4) Employment: Full-time OR Part-time

- **Attach** copy of last paystub with year-to-date income and letter of separation from employer
- **Attach** a copy of the most recent Tax Return Transcript (if you did not use the IRS Data Retrieval when completing your FAFSA) and most recent W-2s.

I am submitting a review due to... **Separation/Divorce**

1) Indicate number of persons living in the household for the year(s) you're requesting the review: _____

- **Attach** legal separation papers, copy of divorce decree, letter from your attorney, or separate lease/rental agreements
- **Attach** copy of the most recent paystub or W-2 for the student or parent granted custody

I am submitting a review due to... **Death of Parent/Spouse**

- **Attach** copy of the death certificate or obituary of the parent or spouse
- **Attach** copy of most recent paystub or W-2s for the surviving parent
- **Attach** copy of most recent paystub or W-2s for the student (if independent student for aid)
- **Attach** copy of life insurance documentation, if insured

I am submitting a review due to... **Reduction/Loss of Child Support**

- **Attach** court documentation supporting the reduction

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I am submitting a review due to... **Healthcare and Dental Expenses (Paid Out-of-Pocket)**

- **Attach** Schedule A if you completed Schedule A with your 1040 tax return for 2016 or 2017
- **Attach** receipts that show payments you made out-of-pocket for 2016 or 2017 healthcare expenses if you did not complete Schedule A

I am submitting a review due to... **One-time Income**

1) Describe the one time income:

2) Explain what the income was used for:

- **Attach** 1099 tax forms or documentation of one-time income
- **Attach** documentation to confirm what the income was used for

Step Three: Required Student and Parent Signatures

The information provided above is true and accurate to the best of my knowledge. I understand I am responsible for making payment when the bill is due regardless of the status of the review. I also understand I may be asked for additional documentation to support my request. I agree to notify the institution of any changes to the information provided above.

Student Signature (Must be in ink. Electronic signatures not accepted.)

Date

Parent Signature
(Required if a dependent student for aid. Must be in ink. Electronic signatures not accepted.)

Date

What Happens Next?

- If the documentation indicated with the red “**Attach**” within the section(s) completed is not provided, you (the student) will be notified to your student MIX email to provide these documents. Additional documentation may be requested in addition to what’s indicated.
- You (the student) will be notified of the decision to your student MIX email generally within 3-5 business days after the receipt of all necessary documentation. Please note that during peak times (such as the month before the start of the term), reviews can take longer to process due to high volume.
- Not all reviews will result in additional financial aid.
- Even when awarded additional aid due to the review, funding is limited and the increase may not be substantial.
- You are responsible for paying charges that may be due prior to the decision of the review. Visit financialaid.wvu.edu/options for other funding and payment options.

Return to Your Campus:

MORGANTOWN CAMPUS
HEALTH SCIENCES CENTER
COLLEGE OF LAW
POTOMAC STATE COLLEGE OF WVU
WVU INSTITUTE OF TECHNOLOGY

PO Box 6004 | Morgantown, WV 26506
PO Box 9810 | Morgantown, WV 26506
PO Box 6130 | Morgantown, WV 26506
75 Arnold Street | Keyser, WV 26726
410 Neville Street | Beckley, WV 25801

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psc-finaid@mail.wvu.edu Fax: 304-788-6939
tech-financial-aid@mail.wvu.edu Fax: 304-254-0710

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