

Financial Aid Appeal to Dean of Students

The following documents are required for your financial aid appeal:

- 1) Appeal letter specifying circumstances/reasons that resulted in current suspension status. Answer the following questions:
 - A) What caused the situation you are now in?
 - B) How will you pay for your tuition/fees/books if your financial aid appeal to the Dean of Student Services is denied?
 - C) What do you plan on doing differently that will result in a more successful college experience?

- 2) A degree plan which details the number of remaining hours and courses needed for completion. Degree plans are obtained by visiting the Advising & Counseling office and speaking with an Academic Advisor.

- 3) Current budget including your projected financial aid award as part of your income

Students applying for student loans or with previous student loan debt must also submit the following:

- 4) In addition to a current budget, a projected post-graduate budget which includes a student loan repayment plan

Be prepared with an alternate method of payment in the event your appeal is denied or the appeal process is not completed prior to the payment deadline.

Household Budget Worksheet

Use this sheet to determine your income and expenses, and disposable income percentage

Include all expenses and income.

If you need another category, "borrow" a line that is not in use. Not all households will use all items.

Be as accurate as possible in reporting. Do not report any monies deducted from your take home pay.

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Monthly Take Home Income	
Salary/Wages/Business Draw	
Salary or Wages (Spouse)	
Social Security	
Pension/Retirement	
Interest on Accounts	
Alimony / Child Support	
Real Estate rent (income)	
Investment Dividends	
Unemployment/ Food Stamps	
Other	
Total Take Home Income	\$0

Secured Debts (Monthly Payments)	
Rent	
1st Mortgage	
2nd Mortgage	
Land Lease (Trailer park, other)	
Student Loans	
Auto Loans/Leases	
Recreation (Boat, ATV, etc.)	
Past Due Taxes	
Other Debts	
Other Debts	
Other Loans	
Other Loans	
Total Secured Debt	\$0

Monthly Living Expenses	
Alimony / Child Support (outgoing)	
Auto Gas and Repair	
Auto Insurance	
Cable TV/ Satellite Fees	
Charitable Contributions	
Child Care	
Children's Activities	
Clothing Maintenance	
Clothing Purchases	
Electric Bill	
Food (In-home / Groceries)	
Food (Out of home - Lunch, Dining)	
Gas and Oil Bill	
Health and Dental Insurance	
Homeowner/Condo fees	
Homeowners/ Renters Insurance	
Household items	
Internet Access (AOL,MSN, DSL)	
Life and Disability Insurance	
Memberships (Health club etc.)	
Personal Care (Grooming)	
Prescriptions	
Property Services (Gardener,Pool)	
Security Services (Alarm)	
Subscriptions	
Telephone (Home, Cell, Pager)	
Trash Disposal	
Tuition and School Supplies	
Water Bill	
Other Expenses	
Total Monthly Living Expenses	\$0

Unsecured Debt	
Credit Card 1	
Credit Card 2	
Credit Card 3	
Credit Card 4	
Credit Card 5	
Credit Card 6	
Credit Card 7	
Credit Card 8	
Personal Loan 1	
Personal Loan 2	
Medical Bill Payment	
Other	
Other	
Total unsecured Debt	\$0

Summary	
Total Take Home (Income)	\$0
Total Living Expenses (-)	\$0
Total Secured Debt Payments (-)	\$0
Total Unsecured Debt Payments (-)	\$0
Disposable Income**	\$0.00
Disposable Income as Percent or Total	

SAMPLE HOUSEHOLD BUDGET – CURRENT BUDGET

Monthly Take Home Income

Salary	\$500.00	Part time Job – will increase hours if necessary
Student Loan	\$750.00	Total of \$3750.00

Total Take Home Income \$1250.00

Monthly Living Expenses

Gasoline for Auto	\$120.00	
Auto Insurance	\$ 60.00	
Clothing	\$ 60.00	
Groceries	\$ 40.00	
Restaurants	\$100.00	
Tuition/Books	\$635.00	Total \$2500.00

Total Monthly Living Expenses \$1005.00

Secured Debt

Auto Loan	\$360.00
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Total Secured Debt \$360.00

Total Unsecured Debt \$ 0.00

SUMMARY

Total Take Home Income	\$1250.00
Total Living Expenses	\$1005.00
Total Secured Debt Payment	\$ 360.00
Total Unsecured Debt	\$ 0.00
Disposable Income	-\$ 115.00