DePaul University
Office of Financial Aid At DePaul Central

2021-2022 Special Circumstance Appeal:
Income Changes and Special Expenses for Dependent Students

Telephone (312) 362-8610 Fax (312) 362-5748
This form may be faxed, or mailed, or submitted by using our secure document upload website at https://wdat.is.depaul.edu/FAUpload/default.aspx

The 2021-22 FAFSA requests a family’s income information for the 2019 tax year. We understand that your situation may have changed between 2019 and today. This form is for appeals related to changes in your family’s financial circumstances, payment of special expenses, or both after completing the 2021-2022 FAFSA. To process your appeal, you must submit the following:

- This form;
- A short narrative explaining your family’s special circumstance;
- The document(s) requested on page two, based upon your situation.

Your appeal will be considered incomplete if the above three items are not submitted. We may request additional documentation as we review your appeal.

Confirmation of 2019 income is a required part of the appeal process. If you didn’t use the IRS Data Retrieval Tool when you submitted your FAFSA, you must complete one of the steps below:

- Log into your 2021-22 FAFSA to complete the IRS Data Retrieval process (preferred method), or
- Submit a signed copy of both the student (if you filed a tax return) and parent federal tax return for 2019. If you don’t have a copy, you may request a 2019 federal tax return transcript at https://www.irs.gov/individuals/get-transcript.

If your 2021-22 FAFSA was selected for verification, that process must be completed before your appeal can be reviewed.
Check the circumstance that applies to you.

☐ Change in Employment
If your family’s income significantly changed after 2019 because of unemployment, retirement, or reduction in hours, check this box.

☐ Loss of Household Income
If your family’s finances significantly changed after 2019 due to divorce, separation, or death of student’s parent, check this box.

☐ Loss or Reduction of Benefit(s)
Social Security benefits, Supplemental Security Income (SSI), Child Support, etc.

☐ Loss of One-Time Income
Early distribution of an IRA due to hardship, divorce settlement, inheritance, etc.

☐ IRA and/or Pension Rollover
2019 IRA and/or Pension Rollover reported as untaxed income on the FAFSA.

☐ Medical/Dental Expenses in 2019
Only non-reimbursed expenses not covered by insurance will be considered. If these expenses continued beyond 2019, provide detailed information in your narrative statement.

☐ Private School Tuition Paid Toward Elementary or Secondary Education for the 2021-22 Academic Year
1. Complete the grid below, and
2. Submit receipts or cancelled checks showing tuition payment, and
3. Include proof of 2021-22 enrollment and tuition cost.

Certification Statement and Signatures
We certify that the information provided on this form is complete and correct. We have carefully read the instructions and understand that the ability to make adjustments is limited, and that submission of this appeal form does not guarantee an increase in financial aid eligibility or financial aid package.