



Mailing Address:
P.O. Box 183029
Columbus, OH 43218-3029
(614) 292-0300
(800) 678-6440

THE OHIO STATE UNIVERSITY
2010-2011 ACADEMIC YEAR
REQUEST FOR REVIEW OF STUDENT/PARENT UNUSUAL EXPENSES

STUDENT NAME: _____ OSU ID# _____

The Office of Student Financial Aid (SFA) has established an appeal process to allow for adjustments to an individual's federal aid application based on special circumstances within the household. When considering the appeal, SFA takes into account the availability of funds, the timeliness of the original application for financial aid, the timeliness of the appeal and the nature of the change in circumstances. Also, it is important to know that not all changes in circumstances will result in an adjustment to the student's eligibility.

Be sure to attach the required documentation. Failure to support the circumstances with evidence will result in the appeal being denied for lack of documentation.

Please note: the workload at SFA when the appeal is filed will determine the response time. The student will be notified of the results in writing.

The back of this form can be used to describe the circumstances or attach a separate letter. Extenuating circumstances may include, but are not limited to, situations such as:

Educational Expenses

- STUDENT: Study abroad, aviation, thesis, dissertation, supplies, etc. Provide an itemized listing with a letter from the student's academic advisor stating that the expenses are required for the student's educational program
PARENT IN COLLEGE: Provide documentation of expenses for tuition and books paid by parent - paid tuition bills/receipts for books. Provide a statement that these expenses are NOT being paid (reimbursed) by an employer, agency or financial aid - expenses will not be considered if parent has financial aid (grants, scholarships or loans). Provide a certification of enrollment form from the parent's institution showing number of hours enrolled - parent must be enrolled at least half-time. Provide a statement from the parent's academic advisor listing the parent's degree granting program and estimated date of graduation.

Private/Parochial Elementary or Secondary Tuition Paid - Documentation from the school is required.

- name of child/children for whom tuition is paid: _____
- amount of tuition paid for each child: \$ _____
- scholarships or payment from other sources for each child:
\$ _____
\$ _____
- Attach letter/bill from the school(s) listing tuition cost and proof of payment.

Other Unusual Expenses - Attach documentation as appropriate

CERTIFICATION STATEMENT

All of the information on this form is true and complete to the best of my knowledge. I know I may have to provide further information if necessary. If my financial situation/circumstances changes from what I have reported here, I agree to notify the Office of Student Financial Aid of the change.

Student's Signature (required for STUDENT change only) Date Parent's signature (required for PARENT change only) Date