

Financial Aid Application Supplement
Request for Recalculation
2008-2009

STUDENT NAME: _____ SSN: _____

STUDENT ID #: _____ PHONE NUMBER: _____

CURRENT ADDRESS _____

The Kansas City Art Institute recognizes that special or extraordinary circumstances can impact the financial resources a student and his/her family have set aside to pay the expenses of attending our institution. Perhaps these circumstances could not be reflected on your 2008-2009 Free Application for Federal Student Aid (FAFSA) or they may have occurred after your FAFSA was processed. Therefore, please attach a letter of explanation to clarify your special situation along with 2007 tax returns and all W2's. Further documentation may be requested to support the special appeal. Please be advised that expenses (other than unusual debt for medical/dental and dependent care expenses) are NOT federally formulated for in the table on the FAFSA application and therefore not a part of the appeal process in the recalculation of the Estimated Family Contribution (EFC).

All of the information provided by the undersigned is true and complete to the best of my (our) knowledge. If asked by an authorized official, I (we) agree to give proof of information provided on this form. I (we) agree to notify the Office of Financial Aid of any changes following the submission of the appeal. I (we) understand that any considerations or adjustments made by the Office of Financial Aid **may or may not** result in an increase in Federal or Institutional financial aid benefits. I (we) realize that any underestimation of students' and/or parents' projected income could result in reduced eligibility, repayment of aid or both. I (we) further understand that purposely giving false or misleading information of obtain student financial aid may subject me (us) to fines or other penalties.

Student Signature _____ Date ____/____/____

Spouse Signature _____ Date ____/____/____
(If married)

Parent Signature _____ Date ____/____/____
(If parental information given)

Separation/Divorce/Death Worksheet

Separation/Divorce Parents or students separated or divorced after you applied for federal student aid.

Parent or Student separated or divorced after you applied for federal student aid? Yes _____ No _____

Who is divorced or separated? PARENT _____ STUDENT _____

Date of divorce or separation _____

Is child support being received? YES _____ NO _____

If yes, how much is received per month? \$ _____ how much received per year? \$ _____

Date that child support will end: _____

Are spousal support and/or alimony being received? YES _____ NO _____

If yes, how much is received per month? \$ _____

Are you receiving Temporary Assistance for Needy Families (TANF)? _____

- Attach a copy of the separation or divorce agreement or a letter from attorney documenting that legal proceedings have begun.

Death Parent or student's spouse who has died after you applied for federal student aid.

The deceased relationship to Student? PARENT: _____ STUDENT'S SPOUSE: _____

Name of the deceased: _____ Date deceased: _____

- Please attach a copy of the death certificate.

Appeals will only be processed with the appropriate documentation attached.

Reduction of Income Worksheet

Reduction of Income or Benefits Student, parent or spouse who received income or benefits in 2007 and had this income benefit reduced or terminated by someone other than themselves during 2008. (e.g. Social security, child support, disability, unemployment etc. (Please Note: Choosing to change jobs or choosing to reduce hours does not qualify.)

Loss of Employment/Change Employment Parent, Student or Spouse has lost his/her job in 2007/2008 and is not/has not working full-time in 2007/2008.

- Attach a Letter explaining reason for termination or reduction of income
- Attach a Letter from employer confirming that the student/spouse/parent worked in 2007 but lost their job or experienced reduced wages in 2008.

Name of employer: _____

Address: _____

Phone Number: _____

One Time Income

- Documentation of One-Time Income (e.g. inheritance, back year social security allowance, IRA or pension distribution) Please include copies of 2006, 2007 Tax Returns and W-2's.

Disability

Who is disabled? Student _____ Spouse _____ Parent _____ Other _____

- A letter of explanation, include the last day of employment, how long the person was employed during the 2007 calendar year and/or 2008 if applicable.
- Enclose a copy of the medical/legal proof of disability.

Please complete the information below relative to your estimated earnings and/or other compensation that you will be receiving in the year 2008. Include student, spouse and parent(s)

2008 income earned from work: \$ _____ (attach recent pay stub)
 Unemployment compensation: \$ _____
 Social security benefits: \$ _____
 Child Support: \$ _____
 Other taxable income: \$ _____
 Government assistance/ TANF: *Temporary Assistance for Needy Families* \$ _____
Total estimated taxable earnings in 2008 \$ _____
Total estimated untaxed earnings in 2008 \$ _____

Appeals will only be processed with the appropriate documentation attached.

Unusual Medical and/or Dental Expenses Worksheet

Student, spouse or parent has paid expenses for unusual debt during 2007, which has affected your ability to contribute toward educational costs.

Who has incurred or will incur unusual medical and/or dental expenses?

PARENT _____ **STUDENT** _____ **SPOUSE** _____ **OTHER** _____

Please provide the following documentation

- If unusual medical and/or dental expenses incurred that are not covered by insurance and in excess of 7.5% of the reported Adjusted Gross Income for 2007 please provide a personal letter, signed and dated by the appropriate individuals, describing the situation and listing expenses paid.
- *Explanation of Benefits* form for insurance or, if student/spouse or parents do not have insurance, the appropriate party must provide copies of paid billing statements for medical/dental expenses.
- If the person in question will incur additional medical/dental expenses in 2008, they must provide a statement from their health care provider which specifically states what the projected medical/dental expenses will be through the end of 2008.
- Will your medical/dental expenses be lower, the same or higher in 2008-2009?
- From what sources will you finance these expenses?

Appeals will only be processed with the appropriate documentation attached.

Elementary/Secondary School and Dependent Care Expenses Worksheet

Elementary/Secondary School Expenses

Please provide the following documentation

- If the student and spouse (if applicable) or parent/guardian of pays elementary or secondary tuition for dependent children please provide a personal letter, signed and dated by the appropriate individuals, describing the situation and listing expenses paid.
- Documentation from the elementary or secondary school stating tuition paid minus any scholarship(s) awarded for tuition.

Child Care Expenses

Please provide the following documentation

- Provide a personal letter, signed and dated by the appropriate individuals, describing the situation and listing expenses paid.
- The student and spouse (if applicable) or parent must submit documentation from the third-party child care provider indication monthly child care costs for each child.

Appeals will only be processed with the appropriate documentation attached.

Personal Computer Purchase and Required Books and/or Supplies Worksheet

Computer Purchase

Please provide the following documentation

- Provide a personal letter, signed and dated by the appropriate individuals, describing the situation
- The computer purchase must be for educational use. The cost of the computer, (including printer and software) cannot exceed \$2,500 unless the student's academic unit sends documentation supporting the student's need for equipment that warrants additional costs.
- The student must provide a **paid store receipt** documenting the actual cost of the computer.

Required Books and/or Supplies

Please provide the following documentation

- Provide a personal letter, signed and dated by the appropriate individuals, describing the situation
- The expenses must be required of every student in the class.
- The student must submit **paid receipts** before an adjustment will be made.

Appeals will only be processed with the appropriate documentation attached.