Financial Aid Office
One College Drive
Bentonville, AR 72712
BR-TREQ Appeal

2012-2013 Financial Reconsideration Appeal Request Form

Student's Name_____ Student ID _____

If you have unusual circumstances beyond your control that significantly impacted your income for 2012, you may request a financial reconsideration appeal. Please follow the steps below and attach the requested documentation. The last day to request a reconsideration for the 12-13 aid year is March 8, 2013. Results of the request will be emailed to the student's NWACC email account approximately two weeks after submission.

Indicate reason for appeal request (Type of documentation required is listed for each reason):

☐ Laid off from job or business closed. A copy of letter from employer on company letterhead with final pay stub and copy of unemployment of AR employment security division review claim transaction printout.

☐ Reduction of work hours due to company down turn. Letter from employer on company letter head along with a current pay stub.

☐ Illness, disability, or death of spouse or parent, etc. A letter from a physician on letterhead and/or provide a copy of death certificate and copy of disability benefits showing benefit amount and length of eligibility.

☐ Unusually high medical or dental expenses not covered by insurance and **paid by you.** Copies of medical or dental expenses showing they have **paid** by you.

Steps for the appeal process

Step 1: Complete financial aid file. Students must have a FAFSA on file at our office along with all requested documents.

Step 2: Type a letter explaining your situation and provide documentation to support your request.

Step 3: In addition, all appeals must be accompanied by the following documents if they have not already been turned in as part of the verification process:

- Copy of your 2011 IRS Federal Income Tax Transcript
- Verification Worksheet

I certify the information I provided is accurate and true. I understand the Appeals Committee's will not accept any appeals that are incomplete or lacking supporting documentation. The Appeals Committee's decision is final and I will receive notification via my NWACC email account.

Student's Signature_____Date_____

Phone: (479) 619-4329 e-mail: finaid@nwacc.edu

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