

FAFSA Data Appeal Re-evaluation

Students for whom VT completed a FAFSA Data Appeal in 2016-17 may be eligible to submit an appeal for the 2017-18 academic year as well. **We request that the student file the 2017-18 FAFSA using the 2015 federal tax information through the IRS Data Retrieval Tool in the FAFSA.** Information regarding earned and non-taxable 2016 income will be required in addition to documents received in the prior appeal.

Please note: *if an appeal for 2016-17 was based on estimated 2016 income information, we will review that information and may make adjustments to aid awarded for 2016-17 if the actual 2016 income information turned in for a 2017-18 appeal differs significantly from the estimate used in the prior appeal.*

- Our office will verify all 2017-2018 FAFSA data prior to considering any appeal.
 - Required documents:
 - Dependent students: http://www.finaid.vt.edu/forms/documents/1718/1718_V1DEP.pdf
 - Independent students http://www.finaid.vt.edu/forms/documents/1718/1718_V1DEP.pdf
 - Required tax return documentation
 - Dependent students, Update your 2017-18 FAFSA using the IRS Data Retrieval Tool (DRT) for your income or send a Proof of non-filing status for Student, (parent tax information was verified last year through the appeal.)

If student is not required by law to file a federal tax return you will need to provide the following for each non-filer:

1. A copy of IRS Form W-2 for each source of 2015 employment income received (or an equivalent document such as the Wage and Income Transcript) Wage and Income Transcripts can be obtained at www.irs.gov/individuals/gettranscript; **and**
2. IRS Verification of Non-filing Letter dated on or after October 1, 2016.

An IRS Verification of Non-filing Letter can be obtained online using the **IRS Get Transcript service**. If the individual cannot obtain one online for whatever reason, it must be obtained by completing and checking box 7 on the **IRS Form 4506-T, Request for Transcript of Tax Return**, and mailing it to the IRS. If appropriate, a similar confirmation from another taxing authority (e.g., a U.S. territory or a foreign government) is also acceptable.

- We may request more information after reviewing the required items listed on this form.
- During the appeal review, we may make updates to the FAFSA. This could cause an increase or decrease in current financial aid. Any increases in aid are subject to fund availability.
- The average processing time for a complete appeal is **3 weeks**.
- Approval of an appeal **does not guarantee** additional aid.
- Appeals cannot be used simply to request more financial aid.

Deadlines:

- Appeals must be submitted by **November 10, 2017** for students attending Fall semester only.
- Appeals must be submitted by **April 6, 2018** for students attending Fall/Spring or Spring semester only.

Please include the student's Virginia Tech ID (begins with 90xxxxxx) on the top of each page. Please review the attached FAFSA Data Appeal Form which lists the additional items for each type of appeal. If you choose to pursue the appeal, please submit the appeal form and all required documents.

(Please Note: Email is not always a secure method of communication and may inadvertently expose your information if misdirected. Virginia Tech suggests using fax, U.S. Postal Service or personal delivery as a more secure method of delivery. If you choose to submit information through email, Virginia Tech will not be responsible for any exposure of data.)

Invent the Future

FAFSA Data Appeal Re-Evaluation

 Student ID #: _____ Email _____ Grad Date _____
Month/Year

 Student's Full Legal Name: _____ , _____
 (Please print clearly) **Last** **First** **Middle**

Your appeal will be reviewed by the Office of University Scholarships and Financial Aid and you will be notified of the outcome of the appeal.

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Any forms or worksheets requested below can be found at this link: <http://www.finaid.vt.edu/forms/forms-complete-list-1718.html>

	REASON FOR APPEAL	REQUIRED DOCUMENTATION
<input type="checkbox"/> 1.	Parent or student has received a one-time disbursement of funds included in 2015 AGI	No additional documentation is needed unless requested.
<input type="checkbox"/> 2.	The student or parent(s) income has been significantly reduced from 2015 AGI	Job Loss in 2015 or 2016 <input type="checkbox"/> Documentation of actual income for 2016, including unemployment benefits or severance (ex. W-2s, end of year paystubs, 1099 forms) <input type="checkbox"/> Statement of estimated earnings and non-taxable income for 2017 Reduction in income for 2016, expected to continue for 2017 <input type="checkbox"/> Documentation of actual earnings and non-taxable income for 2016 (ex. W-2s, end of year paystubs, 1099 forms) <input type="checkbox"/> Statement of estimated earnings and non-taxable income for 2017 Retirement <input type="checkbox"/> Documentation of actual earnings and non-taxable income for 2016, including monthly income sources for all retirement income, including taxable Social Security (ex. W-2s, end of year paystubs, 1099 forms)

- Include student's last name and Virginia Tech ID number on every page of documentation
- Allow **three weeks** after submitting all requested documents for your appeal results

If I purposely give false or misleading information, I may receive a fine, a prison sentence, or both. By signing this form, I certify that all information is complete and correct.

Student's Signature _____ **Date** _____
 Electronic signatures are not allowed

Parent's Signature _____ **Date** _____
 Dependent students only