



Sample Appeal Letters:

First Scenario: For a student who simply needs more aid in order to make attending this college a reality.

Financial Aid Office
ACCESS University
111 University Drive
Any City, Any State 00000

Dear Sir or Madam,

First off, let me tell you how thrilled I am to be admitted to Lasell. My Lasell ID is: **XXXXX**. Lasell is my top choice college and I am very much looking forward to beginning my studies at your institution. At this time though, I am very nervous about how I will come up with the additional money I need to fund my education. As per my calculations, I still have an unmet need of just under \$5,000. I have a zero EFC and my mother does not have any additional money to help me pay for college.

I was hoping that you could tell me what the appeals process is for Lasell. I was hoping that I would be eligible for grant or scholarship money. Also, I would be open to taking out a Perkins loan if possible as well.

Please let me know if there is a specific appeals form that I should be filling out at this time. I look forward to hearing back from you.

Sincerely,

Student



Second: From a student whose financial situation has significantly changed since they completed the FAFSA or for students who feel as though the FAFSA did not provide a true picture of the financial situation at home:

Financial Aid Office
ACCESS University
111 University Drive
Any City, Any State 00000

To Whom It May Concern:

Thank you for the recent financial aid package offer to attend Bridgewater State University. Unfortunately, since the time I submitted data about my family's finances on the FAFSA, our financial situation has changed dramatically and I don't think the FAFSA provided a clear picture of my family's financial aid status.

My Mother's hours have been cut at her job which decreases her income significantly. Also my Mother owns a condominium and owes \$XXXXXX in mortgage which she is now struggling to pay due to her decreased income. And lastly I would also like to point out that my mother is expecting a baby due at the end of October.

-or-

To Whom It May Concern:

Thank you for the recent financial aid package offer to attend ACCESS University. Unfortunately, since the time I submitted data about my family's finances on the FAFSA, our financial situation has changed dramatically.

ABC Company has had to lay off many of its employees, including my father, and we do not know when he will be able to return to work. Because of this, my family will not be able to contribute nearly as much as they expected toward my college education at this time.

I would greatly appreciate it if you could make adjustments to my financial aid package to address this change. Please let me know if there is any additional information you will need in order to complete the necessary paperwork, and thank you for your prompt attention to this matter!

Sincerely, Student