



Marital Status Appeal 2018-2019

Financial Aid Office
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financial.aid@cei.edu

1600 S. 25th E. Idaho Falls, Idaho 83404

First Name	Last Name	Student ID	Last 4 SSN	Phone Number
			XXX-XX	

YOU ARE REQUIRED TO FILE A 2018-2019 FREE APPLICATION FOR FEDERAL STUDENT AID (FAFSA) BEFORE SUBMITTING THIS FORM TO STUDENT FINANCIAL AID. YOU CAN COMPLETE THE FAFSA ONLINE AT WWW.FAFSA.ED.GOV.

The Higher Education Act and associated federal regulations give financial aid administrators the authority to make adjustments to an individual student's federal aid application based on special circumstances within the household. We reserve the right to delay review, until the end of the calendar year, any appeal where reasonable projections cannot be made.

Policy: The Fall deadline to submit a Marital Status Appeal is September 1st. Appeals submitted after September 1st will be held and applied to the Spring semester. Marital Status Appeals for Spring semester must be submitted by February 1st. After February 1st the student must wait until the next award year to change marital status. All documentation must be provided. If documentation is not supplied the appeal will not be reviewed. **Note:** Marital status changes do not always increase Financial Aid award amounts. The Financial Aid Office will only process an appeal if the appeal is beneficial to the student.

This appeal should only be submitted by a student whose marital status has changed since filing the FAFSA.

Mark all that applies to you. All required documentation must be submitted with this form or the appeal will be denied. Further, CEI reserves the right to request additional documentation.

1. Marital Status has changed from single to married.
2. Log onto the FAFSA and make a correction to your marital status to show that you are "Married".
(This will cause a reject code on your FAFSA that the Financial Aid Office will override once your appeal is approved.)
3. Submit a copy of your Marriage Certificate to the Financial Aid Office.
4. Submit 2018-2019 Verification Worksheet. Print from the CEI website at: <http://www.cei.edu/financial-aid/forms-links>
5. Submit 2016 Federal Tax Return Transcripts for you and your spouse. Request transcripts at www.irs.gov/transcript.

Mark all that applies to you. All required documentation must be submitted with this form or the appeal will be denied. Further, CEI reserves the right to request additional documentation.

1. Marital Status has changed from married to single. (Divorced)
2. Log onto the FAFSA and make a correction to your marital status to reflect your current marital status.
(This will cause a reject code on your FAFSA that the Financial Aid Office will override once your appeal is approved.)
3. Submit documentation of change in marital status (e.g. divorce decree)
4. Submit 2018-2019 Verification Worksheet. Print from the CEI website at: <http://www.cei.edu/financial-aid/forms-links>
5. Submit 2016 Federal Tax Return Transcripts for you and your spouse/parent. Request transcripts at www.irs.gov/transcript.
6. 2016 W-2 statements for both you and your spouse/parent.

Student Signature: _____ **Date:** _____

Parent Signature: _____ **Date:** _____

(If applicable-dependent students only)

OFFICE USE ONLY	For CEI Financial Aid Office: <input type="checkbox"/> Approved <input type="checkbox"/> Denied	Initials: _____	Date: _____
Comments: _____			
ISIR Received <input type="checkbox"/> Reject Cleared <input type="checkbox"/> Award Adjusted <input type="checkbox"/> Notification Email <input type="checkbox"/> Other <input type="checkbox"/>			