

Special Circumstances SAI Appeal Guide

All appeals must include the following:

- A signed explanation of your special circumstances (online webform through our [appeal website](#)).
- Most recent signed IRS 1040 Tax Return including all Schedules 1, 2 & 3 and W-2's, if applicable.
- Documentation for the option(s) below that best fit your circumstances. If you are unable to provide specified documents, please provide a reasonable alternative.

<p>Recent Loss of Income from Wages</p> <p>To document loss of employment:</p> <ul style="list-style-type: none"> <input type="checkbox"/> If laid off, letter of termination from employer and copy of final earnings statement (paystub) <input type="checkbox"/> Notice of unemployment insurance award from the Employment Development Department (EDD) <p>If you have reestablished employment or reduction of wages:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Most current wage statement (paystub) from tax filer whose employment changed 	<p>Loss of Self-Employment Income</p> <p>To document loss of employment:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Letter explaining the reason for loss of income compared to the FAFSA/CADAA tax year <p>To determine income to be excluded:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Schedule C from most recent IRS Tax Return, if filed, or statements of projected annual net business income
<p>Divorce or Separation</p> <p>To determine wages to be excluded:</p> <ul style="list-style-type: none"> <input type="checkbox"/> All W-2's from most recent tax return for both parents <input type="checkbox"/> Divorce Decree or separation statement or <input type="checkbox"/> Documentation verifying that parents maintain separate households. This can be either utility bills, rental leases, etc. 	<p>Out-of-Pocket Medical Expenses Not Covered by Insurance</p> <p>To determine expenses to be excluded:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Schedule A from your most recent Federal Tax Return or the FAFSA/CADAA tax year <input type="checkbox"/> If you did not file a Schedule A, provide receipts or billing statements from medical provider(s) or an itemized statement listing expenses not covered by insurance.
<p>Loss of Child Support or Other Untaxed Income</p> <p>To determine support to be excluded:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Court/legal documentation verifying date the support ends <input type="checkbox"/> Documentation showing loss of other benefits or untaxed income 	<p>Death of a Parent or Spouse</p> <p>To determine wages to be excluded:</p> <ul style="list-style-type: none"> <input type="checkbox"/> All W-2's from most recent tax return for both parents <input type="checkbox"/> Copy of Death Certificate <input type="checkbox"/> Any additional income to be considered (life insurance, death benefits or pension plan)
<p>Cancellation of Debt</p> <ul style="list-style-type: none"> <input type="checkbox"/> 1099-C for the FAFSA/CADAA tax year 	<p>One-Time Unexpected Early Withdrawal from Retirement/Pension/Annuity</p> <ul style="list-style-type: none"> <input type="checkbox"/> 1099-R for the FAFSA/CADAA tax year