



Family Contribution EFC/SAI Appeal

The SWC Financial Aid Office may be able to adjust data items used to calculate your Student Aid Index (SAI, formerly called “Expected Family Contribution or EFC”) and your financial need if special circumstances exist. Completing a Family Contribution Appeal is the process of allowing students/families to address income changes in the current calendar year, versus the previous year.

WHAT TO INCLUDE WITH YOUR APPEAL (based on your circumstances below):

Significant Reduction of Income (for example reduction of income due to COVID-19)

- A signed statement listing the date employment ended or changed and why.
- Copies of your (and your spouse’s, if married) signed 1040 or Tax Return Transcript
- Copies of your (and your spouse’s, if married) most recent paycheck stub(s) showing year-to-date earnings.
- Copy of your (and your spouse’s, if married) resignation, termination or layoff notification by employer.
- Copy of current official documentation of unemployment compensation, disability insurance, severance pay, retirement pension pay out, and/or other documentation appropriate to your (and your spouse’s, if married) situation.

Separation/Divorce which occurred after the FAFSA was completed

- A signed statement listing the date of separation/divorce, names and ages of current household members, monthly amount of child support and/or spousal support and when payments begin or are expected to begin.
- If you (and your spouse, if married) no longer receive child support for one or more of the children, specify the date(s) the child support ended, how many children in the household will continue to receive child support, and how much you (and your spouse’s, if married) will receive each month.
- Copy of divorce decree or legal separation documents, if available.
- Copy of child and/or spousal support decree, if available.

One-Time Income Received in Prior Year

This income will not be received in the current year. Examples include: capital gains from the sale of property or investment, one-time distribution from pension account, severance pay, or inheritance. Do not include: gambling winnings or lottery.

- Explanation of type and amount of income that was received in the tax year and is a one-time occurrence. Also indicate how this one-time income has been spent or allocated.

Significant Reduction of Income after Military Discharge

- Copy of DD Form 214, Member 4. For any employment after military discharge, please provide the following:
- A signed statement listing the date employment ended or changed and why.
- Copy of your (and your spouse's, if married) resignation, termination or layoff notification by employer.
- Copies of your (and your spouse's, if married) most recent paycheck stub(s) showing year-to-date earnings.
- Copy of current official documentation of unemployment compensation, disability insurance, severance pay, retirement pension pay out, and/or other documentation appropriate to your (and your spouse's, if married) situation.

Significant and/or Recurring Medical, Dental, or Nursing Home Expenses Not Covered by Insurance


- Explanation of why these expenses are not covered by insurance
- If the Federal Income Tax Return was filed with Schedule A, provide a copy of Schedule A.
- Copies of billing statement(s) from provider(s).
- Proof of payment (e.g. credit card statements, copies of canceled checks, bank account withdrawals, etc.) for expenses paid out of pocket.
- Documentation of continuing expenses not covered by insurance.
- If continuing expenses, statement from attending physician or State Disability Office.

Instructions on HOW TO REQUEST a Family Contribution EFC/SAI Appeal:

Go to link: <https://swccd.verifymyfafsa.com/>

You must have a valid FAFSA on file and your name, DOB, SSN must match what you entered on your FAFSA.

If you have not already done so you will need to set up access through the Jag Docs platform (see images below):

 Register Account

This page will automatically close and log you out in 02:38* Required

Confirm Student Information


Information provided in the fields below must match information provided on your financial aid application - either the Free Application for Federal Student Aid (FAFSA) or the California Dream Act Application. Please ensure all four pieces of information match to what you provide on the FAFSA or Dream Act Application. If you have not submitted either application to your school, please ensure that the information below matches the information your school has on file. ?

* First Name

* Last Name

* Date of Birth

month/day/year



* Social security number/DREAM ID

* Preferred Email

* Confirm Email

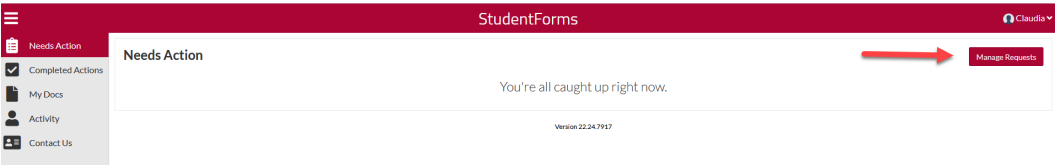
Phone Number

Provide a phone number to subscribe to mobile phone text messages for account updates.
(Standard text message charges apply)

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Register Account

Once you are logged on, you may request an appeal by selecting the “Manage Request” button:



Then select the PLUS + button to request the Family Contribution Appeal and provide a reason of your request. Click SUBMIT.

Manage Requests

You can request to open an appeal or upload a specific document or close the request if you no longer wish to proceed. If you are unsure which award year to choose for a request, please confirm with your school.

Request Type	2024-2025	2023-2024
Professional Judgment: Unusual Circumstance Appeal	+	+
Professional Judgment: Special Circumstance - EFC/SAI Appeal	+	+
Professional Judgment: Special Circumstance - COA Appeal	+	-

Add Request

Professional Judgment: Special Circumstance - EFC/SAI Appeal -- 2024-2025

Please explain your reason for this request.

Enter your comments...

Characters left: 255/255

Submit

Go Back

Once your request is created, you will be able to complete the actual appeal. Click “Fill Out” and complete the appeal:

2024 - 2025 Professional Judgment: Special Circumstance - EFC/SAI Appeal

Below is the list of items the Office of Financial Aid needs you to complete for the professional judgment appeal process. Click on any section to view the detailed list of requirements.

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Independent PJ Special Circumstance - EFC/SAI Appeal

To continue with your Professional Judgment (PJ) Special Circumstance - EFC/SAI appeal you must complete the PJ Special Circumstance - EFC/SAI Appeal web form.

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○ Independent PJ Special Circumstance - EFC/SAI Appeal Web Form ⓘ

✔ Fill Out

Submit

Please note: once you fill out your appeal, you will be required to upload supporting documentation.

Certification and Signatures

Each person signing this worksheet certifies that all of the information reported on it is complete and correct. **WARNING: If you purposely give false or misleading information on this worksheet, you may be fined, be sentenced to jail, or both.**

The student must sign and date this form.

Success

✕

You have successfully E-Signed your document, and it has been automatically uploaded into our system.
Based on the answers you provided, you must upload the following documents:

- Supporting Third Party Documentation 1

You will now be redirected back to your current tasks.

OK

Date

Date

* E-Sign PIN
Forgot your E-Sign PIN? ⓘ

Opt out of E-Sign ⓘ NO

Upload any required supporting documentation by pressing “Upload” and then “Add Page(s)” for more than one document (i.e. taxes, bills, additional statements, current paystubs, etc.)

Parent appeals require a parent signature. Once your appeal is ready to be fully submitted, Press “Request” to send your parent an email request for their signature. Once your parent signs, go back to your Jag Docs to click FINISH/SUBMIT

You will be notified by Financial Aid and Scholarships when your appeal has been processed, or if any additional information is required.