



Student Financial Aid Office  
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## Direct Parent PLUS Denial Exemption Appeal

Dependent students may be eligible for additional unsubsidized loan amounts if the student can document exceptional circumstances which prevent a parent from borrowing a PLUS loan.

### Instructions for completing this form:

- Attach a typed letter explaining your inability to apply for a Parent PLUS Loan
- Check one of the following conditions below and provide all requested documentation as required per condition

**Please submit all documentation at the same time, and write your student's name and student's Id at the top of every document.**

**Documentation may be submitted in person, via U.S. mail or fax.**

Student

(1) First Name \_\_\_\_\_ (2) Last Name \_\_\_\_\_ (5) Academic Year : \_\_\_\_ 2022-2023  
(3) Student ID # \_\_\_\_\_ (4) Date of Birth \_\_\_\_\_ \_\_\_\_ 2023-2024

### Parent Information

(5) First Name \_\_\_\_\_ (6) Last Name \_\_\_\_\_  
(7) Last 4 of SSN# X X X - X X - \_\_\_\_\_ (8) Date of Birth \_\_\_\_\_  
(9) Relationship to Student \_\_\_\_\_ (i.e. mother/father, step-mother/father, etc.)  
To borrow a PLUS loan for a student, the parent must be the student's biological or adoptive mother or father. The spouse of a parent who has remarried (i.e., the student's stepparent) is also eligible to borrow a PLUS on the student's behalf, if his/her income and assets would be taken into account when calculating the dependent student's EFC. A legal guardian is not considered a parent for any Federal Student Aid purposes.  
(10) Mailing Address \_\_\_\_\_ (11) City \_\_\_\_\_ (12) State \_\_\_\_\_ (13) Zip Code \_\_\_\_\_  
(14) Phone # (\_\_\_\_\_) \_\_\_\_\_ (15) Work Phone # (\_\_\_\_\_) \_\_\_\_\_

### Circumstance that Demonstrates Need for Exemption

#### (16) You will need to provide documentation that authenticates the situation.

- ☐ The parent is incarcerated (*Provide documentation showing dates of incarceration.*)
- ☐ The parent has filed bankruptcy (*Provide a letter from an attorney stating that as a condition of the bankruptcy filing, the parent may not incur any additional debt.*)
- ☐ The parent's income is limited to public assistance or disability benefits. Please indicate which federal program the parent receives benefits from: (*Provide documentation showing dated proof of receiving such benefits.*)
- ☐ Supplemental Security Income ☐ Food Stamps ☐ Temporary Assistance for Needy Families (TANF)
- ☐ Special Supplemental Nutrition Program for Women, Infants and children. (WIC)
- ☐ Other (Low Income Based Housing, etc...): \_\_\_\_\_
- ☐ The parent is not a U.S. Citizen or permanent resident, or is not able to provide evidence from the U.S. Citizenship and Immigration Service that he or she is in the U.S. for other than a temporary purpose with the intention of becoming a citizen or permanent resident. (*Provide documentation showing evidence of citizenship or permanent residence outside the U.S.*)

(17) Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

(18) Parent Signature: \_\_\_\_\_ Date: \_\_\_\_\_

<b>FOR OFFICE USE ONLY:</b>	
<input type="checkbox"/> Documentation Attached	
<b>Exemption</b>	____ Deferred
<input type="checkbox"/> Granted	<input type="checkbox"/> Denied
<input type="checkbox"/> Comment	Staff Initials _____ Date _____