

Family Contribution Appeal

If you or your family's financial situation has changed significantly from what is reflected on your federal income tax return (i.e.: job change or loss, death of a parent or spouse, etc.,) you may be eligible to have your financial aid offer re-evaluated. You can request a Family Contribution Appeal to have the Financial Aid Office review your current household income to determine if you qualify for an adjustment. When submitting your appeal, documentation will be required (i.e.: death certificate, job separation notice, 2021 signed federal tax return, etc.) To complete an appeal, please follow the instructions below.

1. Log into **MyJSU** (my.jsu.edu) using your username and password.
2. Select **Financial Aid Requirements** (on the home page, under **Student Links**); this will open a new tab.
3. You may be prompted to confirm your information (exactly as it appears on your FAFSA.)
4. Once your information is confirmed, you will select the **Manage Requests** button in the top right corner of the screen.
5. Select the + button next to **Family Contribution Appeal**, underneath the aid year that you are needing to complete the appeal for.
6. A box will pop up on the screen and you will enter a brief synopsis of your reasoning for filing a Family Contribution Appeal. Once you select **Submit**, the appeal form will be generated.
7. Complete the form, upload any supporting documentation, select **Submit** and then select **Finish**.

Your appeal will be reviewed and processed within 7-10 business days