Dear Student,

Federal guidelines require the Financial Aid Office at Avila University to document how a student supports themselves when an unusually low income has been reported on the FAFSA. Please respond on the back of this request with a detailed statement explaining, in writing, how you meet the daily expenses for yourself and your family, including housing, utilities, clothing, food, and medical expenses. You must include the source from which you obtained the means to cover the expense. Also, please include information of how you will be supporting yourself during the 2016-2017 school year (July 1, 2016- June 30, 2017). The following are examples of items which could be included in your letter:

Cash Assistance Benefits (TANF or other welfare benefits)
Social Security or Supplemental Security Income
Worker’s Compensation
Child Support received
Veteran’s Non-Educational Benefits
Retirement Benefits
Medicaid/Medicare
Cash paid on your behalf
Food Stamps
Medicaid
HUD

Please submit this statement to the office as soon as possible so that we can continue processing your aid. Your file is incomplete without this information. If you have questions, you can contact the office at 816.501.3600 or via email at finaid@avila.edu.

Sincerely,

Financial Aid Office
Avila University
11901 Wornall Road
Kansas City, MO 64145
Fax: 816.501.2462
Phone: 816.501.3600