

SPECIAL CIRCUMSTANCE CONSIDERATION FOR 2008-2009

STUDENT NAME: _____

BANNER ID: _____

The Financial Aid Office realizes that families sometimes experience unforeseen circumstances and/or expenses during an academic year. This form is designed to help you address your need for special circumstance consideration during this year, January 1, 2008 through December 31, 2008.

INSTRUCTIONS

1. Section A: Read thoroughly and check the condition(s) that apply to your family.
2. Section B: Indicate who has experienced the circumstance and complete worksheet.
3. Section C: Sign your request for special circumstance consideration.
4. All requests must be documented. No request will be processed without the required documentation.

SECTION A: SPECIAL CIRCUMSTANCE FOR CONSIDERATION

Read through each circumstance carefully below and check the box that best describes the circumstances that apply to your family situation. Submit all required documentation with this form to the Financial Aid Office.

Special Circumstance	Required Documentation to Submit
<input type="checkbox"/> Change In Marital Status: Widowed, divorced, or separated since you completed your 2008-2009 FAFSA form. Date of change: _____	<ol style="list-style-type: none"> 1. Detailed letter of explanation, include the date of marital status change, copy of death certificate, and/or source of income change/loss. 2. Submit copies of last 2008 pay stub(s) as of today for each job held in 2008 by remaining parent or self 3. Complete <i>Section B</i> of this form. Be sure to include any child support, alimony, or life insurance payments expected in 2008. 4. Complete <i>Section C</i> of this form. 5. Submit a signed copy of 2007 Federal 1040 Income Tax Return with all schedules and W-2 statements.
<input type="checkbox"/> Reduction or Loss of Income: Income loss or reduction due to retirement, unemployment, job change, bankruptcy, illness, etc.	
<input type="checkbox"/> Reduction or Loss of Benefit: Benefit loss or reduction due to child support, social security, unemployment compensation, alimony, untaxed retirement or disability pension, TANF, etc.	

Special Circumstance	Required Documentation to Submit
<ol style="list-style-type: none"> 1. Extraordinary Expenses: Expenses incurred in the year 2007 (uninsured medical expenses, private school tuition costs catastrophic event, additional travel/household expenses, etc.). 2. Other 	<ol style="list-style-type: none"> 1. Provide a detailed letter of explanation of the situation and provide all supporting documentation. 2. Copies of paid receipts or cancelled checks (NOT BILLS) showing expenses incurred. 3. Submit a signed copy of 2007 Federal 1040 Income Tax Return with all schedules and W-2 statements.

See Reverse Side

