



*Special Circumstance Form
Independent Student 2011 -2012*

FOR OFFICE USE:

DATE:

You have indicated that there are “special circumstances” which affects the amount you, and your spouse if you are married, and expected to contribute toward your education. Please complete this form, answering the questions that apply to you. Explain in detail the circumstances in 2011 that are different from 2010 (for example: loss of wages, benefits, high medical expenses). Be specific with dates and income projections (taxable & non taxable totals) that will assist us in determining your eligibility. You must provide supporting documentation.

As an independent student, you must attach a copy or have on file your and/or your spouse’s 2010 Federal Income Tax Return & ALL Schedules.

A. Student Information

LAST NAME	FIRST NAME	MI	STUDENT ID#
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B. Circumstances

- 1) Will there be a loss of income or benefits from the amount received in 2010? () YES () NO
*****If termination or layoff please provide documentation.**

- 2) Check the appropriate reason and give the date this change occurred.

<input type="checkbox"/> Reduction of wages *** Attach most recent year to date pay check stub	Date: _____
<input type="checkbox"/> Unemployment (attach proof)	Date: _____
<input type="checkbox"/> Divorce or separation	Date: _____
<input type="checkbox"/> Death of parent	Date: _____
<input type="checkbox"/> Disability of parent	Date: _____
<input type="checkbox"/> Child Support	Date: _____
<input type="checkbox"/> Other: _____	Date: _____

Please explain thoroughly the reason for the change in circumstances, related to question#2. Attach additional sheet if necessary. Attach documentation to verify changes.

- 3) Did you/your spouse have unusual medical /dental expenses () YES () NO
 - a. Amount you/your spouse paid for medical insurance in 2010? \$ _____
 - b. Amount you/your spouse paid for dental expenses in 2010? \$ _____

Please attach proof of medical/dental expenses

- 4) Did you or your spouse receive a one-time income payment in 2010? () YES () NO
 (i.e., inheritance, IRA or pension distribution, insurance settlement) \$ _____

Identify Source _____ Date Received _____

Please explain how these funds were expended or invested.

**The most common reason for delay in reviewing this form is insufficient documentation.
Please make sure to provide the most recent and accurate documentation you have.**

C. Income & Expenses

