

REQUEST FOR SPECIAL CIRCUMSTANCES

INCOME REDUCTION-REQUEST TO USE ESTIMATED YEAR INCOME

STUDENT NAME _____ ID# _____

Reason for request: Unemployment or change in employment _____
 Death of parent or spouse _____
 Divorce/Separation _____
 Disability of student, spouse or parent _____

Supporting Documentation:

Please include the following with your request:

- Personal Statement
- Copy of student and/or spouse tax returns and W2 forms (if applicable)
- Copy of parent tax returns and W2 forms (if applicable)
- Additional documentation: _____

Estimate Expected Income Statement

From _____ to _____ (mo./yr. mo./yr.)

Father's earned income (taxable)	\$ _____
Other taxable income (i.e. unemployment)	\$ _____
Untaxed income/source: _____	\$ _____
Mother's earned income (taxable)	\$ _____
Other taxable income (i.e. unemployment)	\$ _____
Untaxed income/source: _____	\$ _____
Student's earned income (taxable)	\$ _____
Other taxable income (i.e. unemployment)	\$ _____
Untaxed income/source: _____	\$ _____
Spouse's earned income (taxable)	\$ _____
Other taxable income (i.e. unemployment)	\$ _____
Untaxed income/source: _____	\$ _____
TOTAL FAMILY EXPECTED INCOME	\$ _____

I (we) request consideration of special circumstances in determining my (our) family contribution as calculated by the Federal financial aid methodology. I (we) certify that the information provided is true and complete to the best of my (our) knowledge.

Father (Step-father)

Mother (Step-mother)

Student

Spouse