

# **Defiance College Special Circumstance Application 2016-2017**

Financial need is normally based on each student's or family's gross annual income from the previous tax year. If your income has recently decreased or you have an unforeseen financial hardship that was not taken into account on your Free Application for Federal Student Aid (FAFSA), we may be able to reevaluate your financial need based on your projected gross income for the 2016 tax-year (January 1, 2016-December 31, 2016). **Please remember that not all special circumstance recalculations will result in additional financial aid and cannot be appealed to the U.S. Department of Education.**

**Instructions:** For the rest of this form, if you are a dependent student, you must provide information for yourself and your parent(s). If you are an independent student, you must only provide information for yourself and your spouse (if married). Complete all sections that apply and attach required documentation.

Student Name: \_\_\_\_\_ Student ID: \_\_\_\_\_ SSN: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Address \_\_\_\_\_

Student Email: \_\_\_\_\_ Parent Email: \_\_\_\_\_

## **1) Check all situations that apply and submit documentation listed.**

\_\_\_\_\_ a) Unemployment, reduced employment or job change

- ✓ Last check stub(s) from previous employer
- ✓ Letter from previous employer stating the date of termination
- ✓ Benefit or denial letter of unemployment
- ✓ Check stub of new employment or statement stating employment status
- ✓ 2015 W-2 forms and 2015 Federal Tax Transcripts

\_\_\_\_\_ b) Retirement

- ✓ Last check stub(s) from employer
- ✓ Letter from employer stating date of retirement
- ✓ Letter from employer stating the retirement pension
- ✓ 2015 W-2 forms and 2015 Federal Tax Transcripts

\_\_\_\_\_ c) Separation or Divorce (since filing the FAFSA)

- ✓ Court documentation verifying legal separation or divorce
- ✓ A letter from the parent or student stating: 1) number of dependents living in the household, 2) child support received for the dependent children 3) Total amount of assets (excluding the home)
- ✓ 2015 W-2 forms and 2015 Federal Tax Transcripts

\_\_\_\_\_ d) Death of a Parent or Spouse

- ✓ Copy of the Death Certificate
- ✓ Social Security Benefits received for all members of the household
- ✓ 2015 W-2 forms and 2015 Federal Tax Transcripts

\_\_\_\_\_ e) Reduced or Terminated Untaxed Income

- ✓ Last check stub or printout of benefit received in 2015
- ✓ Letter from agency verifying date and year to date amount of benefits lost for 2015
- ✓ 2015 W-2 forms and 2015 Federal Tax Transcripts

\_\_\_\_\_ f) Unusual Medical Expenses paid but not covered by insurance

- ✓ Copy of the 2015 Federal Tax Return: including Schedule A
- ✓ Receipts of Medical/Dental payments made in 2015 and 2016
- ✓ Proof of expenses paid with no insurance coverage

\_\_\_\_\_ g) Other

- ✓ Documentation of loss of income
- ✓ Official documentation to support the loss of income

**2) Briefly explain the circumstance in the box below** (or on a separate attached letter)

**3) Financial Information**

Please list estimated income and benefits for January 1, 2016 to December 31, 2016. Report total amounts for 2016. DO NOT report monthly amounts.

**Estimated 2015 Amounts**

Mother's Income Earned from Work	\$ _____
Father's Income Earned from Work	\$ _____
Student's Income Earned from Work	\$ _____
Spouse's Income from Work (Independent Students Only)	\$ _____
Taxed/Untaxed Pension/Annuities	\$ _____
Taxed/Untaxed Social Security	\$ _____
Unemployment/Worker's Compensation/Welfare Benefits	\$ _____
Alimony/Spousal Support Received	\$ _____
Child Support Received	\$ _____
IRA/KEOGH Contributions	\$ _____
Untaxed Interest Income	\$ _____
Other (explain _____)	\$ _____

**4) Signatures**

To the best of my knowledge, all of the information on this form is true and complete. If asked by the Financial Aid Office, I agree to provide additional documentation necessary.

Student \_\_\_\_\_ Date \_\_\_\_\_ Parent \_\_\_\_\_ Date \_\_\_\_\_

**5) Return all required documentation by mail or fax to:**

Defiance College, Financial Aid Office, 701 N. Clinton Street, Defiance, OH 43512  
Fax: 419-783-2579 Email: [financialaid@defiance.edu](mailto:financialaid@defiance.edu)