



## 2019-2020 Special Circumstances Form

This form is for use by students whose family financial status has significantly changed compared to 2017 income tax information. This review can only be completed once the 2019-2020 Free Application for Federal Student Aid (FAFSA) has been completed using 2017 income information.

A. Loss of job   B. Divorce/Separation   C. Death   D. Other

**Please indicate who the change in income is for:**

**Parent (for dependent students)**    **Student**    **Spouse**

Note: Your request will not be considered until we have received the results of your 2019-2020 FAFSA and 2017 Verification of income has been completed. This Special Circumstance form and all required documentation must be submitted to the financial aid office before this form will be reviewed. Submission of this form does not guarantee a change in your financial aid eligibility. Special Circumstances reviews will not be considered until all supporting documentation is received and all documentation must be current.

\_\_\_\_\_  
Student's name

\_\_\_\_\_  
NMJC Student ID or SS#

\_\_\_\_\_  
Parent's names (only for dependent students)

\_\_\_\_\_  
Phone Number

\_\_\_\_\_  
Parent's and/or student's address

\_\_\_\_\_  
City

\_\_\_\_\_  
State

\_\_\_\_\_  
Zip

**A-1. Loss of income from work.** (At least 12 consecutive weeks.)

Period of unemployment from \_\_\_\_\_ to \_\_\_\_\_.

Layoff: Provide letter on company letterhead from employer or unemployment commission stating effective date.

Plant closing: Provide letter on company letterhead from employer stating effective date.

Termination: Provide letter on company letterhead from employer or unemployment commission stating effective date.

Disability: Date of disability \_\_\_/\_\_\_/\_\_\_\_. Attach documentation of disability.

Natural disaster: Date disaster occurred \_\_\_/\_\_\_/\_\_\_\_. Attach documentation.

One-time income in 2017: (i.e. inheritance, moving expense, social security payment, lump sum retirement or IRS distribution. You must attach a separate sheet identifying source of income and how funds were spent or invested.)

**A-2. Loss of untaxed income.** (At least 12 consecutive weeks.)

Social Security: Provide Social Security Administration Notification of Termination of Benefits and amount received to date for 2019.

Child Support: Provide court document stating termination of benefits.

Worker's Compensation: Provide a letter from Bureau of Worker's Compensation stating termination date of benefits and amount received in 2018 and 2019.

Untaxed military benefits: Provide change of status documentation.

**B-1. Divorce.** (After applying for financial aid, your parents have divorced.) Date of divorce \_\_\_\_\_

\_\_\_\_\_. Attach copy of divorce decree and your parents' 2018 W-2 form(s).

**B-2. Legal Separation.** (After applying for financial aid, your parents have become separated.)

Date of separation \_\_\_\_\_. Attach a copy of legal separation form and your parents' 2018 W-2 forms and current address of the parent who moved out of the house \_\_\_\_\_.

**C. Death.** (After applying for financial aid, a parent has died.) Date of death \_\_\_\_\_.

Attach a copy of the death certificate.

**D. Other unusual circumstances.** Provide complete information regarding other unusual expenses. Attach appropriate documentation. \_\_\_\_\_

