

## 2020-2021 Special Circumstances Appeal

**Name:** \_\_\_\_\_

**TSTC ID:** \_\_\_\_\_

**E-mail:** \_\_\_\_\_ **Phone Number:** \_\_\_\_\_

I affirm that I have read, understand, and agree to this form in its entirety and that the information supplied is true and complete.

**Student Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Parent Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_  
(If applicable)

Eligibility for 2020-2021 financial aid is based on the 2018 tax year, which may not be indicative of a family's continuing ability to pay for a student's educational expenses. To remedy this, a school's financial aid administrator may evaluate special circumstances on a case-by-case basis with adequate documentation.

**Please note:**

- Special Circumstances are limited to one appeal per academic year.
  - Approval of this appeal does not guarantee that you will receive additional financial aid.
  - Be sure to complete all sections of this form and submit with appropriate documentation.
- **Income loss is for (select one):**     Student     Student's Spouse     Parent(s)

**Note:** If loss of income incurred by more than one family member, please fully complete an additional Special Circumstance appeal form and attach to this appeal.

**Reason for loss of income in the current academic year (Fall – Summer)**

To begin an appeal, return this completed form, a personal statement, and any supporting documentation to our office. Below are suggested documents you can use to support your appeal.

- **Loss of income from work or other reduction of income**
  - Copy of resignation letter or statement on letterhead from employer confirming loss of employment or reduction of hours, including effective dates
  - If self-employed, most recent profit and loss statement and a detailed explanation of the conditions leading to loss of income
  - Copy of final pay stub from lost employment. (For appeals submitted after January 1 2020, submit copies of all 2019 W2's or 2019 Federal income tax return)
  - Copy of most recent paycheck stub(s) from current place(s) of employment, if employed
  - If income was not earned from work, provide documentation of source and amount. This should include all monetary support from family and friends as well as unemployment income or distributions from retirement accounts

## 2020-2021 Special Circumstances Appeal

- **Separation or divorce after the FAFSA was filed**
  - Documentation showing separation or divorce
- **Death of parent or spouse after FAFSA was filed**
  - Copy of death certificate, obituary, or funeral program
- **Disabled after the FAFSA was filed**
  - Documentation confirming disability
  - Documentation of total income earned or to be earned in academic year by disabled individual. This may include a copy of the most recent paycheck stub, copy of Social Security income or SSI, or a copy of workman's compensation, etc.
- **Loss of variable benefit (child support, social security, etc.)**
  - Documentation of loss of benefits, including effective date.

### INCOME ESTIMATES

Sources of Income	<u>A</u> Actual amounts from 2019	<u>B</u> Estimate amounts for 2020
Gross earnings from employer(s)	\$	\$
Severance Pay	\$	\$
Investment Income: Dividends, Net Rental Income, etc.	\$	\$
Alimony Received	\$	\$
Business Net Income	\$	\$
Capital Gains (Sale of Property, etc.)	\$	\$
IRA/Retirement Account Withdrawals	\$	\$
Pension and Annuity Income	\$	\$
S corporation & Partnership Income	\$	\$
Farm/Ranch Net Income	\$	\$
Unemployment Compensation (Gross)	\$	\$
Taxable Social Security Benefits/Disability	\$	\$
<b>Untaxed Income</b>		
Payments to Tax-Deferred Pension and Savings Plan	\$	\$
IRA Deductions/Payments to SEP, SIMPLE, Keogh	\$	\$
Child Support Received	\$	\$
Tax Exempt Interest Income	\$	\$
Untaxed Portions of IRA Distributions	\$	\$



## 2020-2021 Special Circumstances Appeal

Untaxed Pension and Annuity Income	\$	\$
Housing, Food and Other Living Allowances paid to you	\$	\$
Non-Educational Veterans Benefits (Exclude GI Bill Benefits)	\$	\$
Other Untaxed Income (Worker's Compensation/Disability)	\$	\$
Other Income (Bills Paid on your behalf)	\$	\$
<b>Additional Financial Information</b>		
Child Support Paid	\$	\$
Alimony Paid	\$	\$
Taxable Earnings from Need-Based Work-Study	\$	\$
Student Grants or Scholarships reported to IRS	\$	\$
Taxable Combat Pay or Special Combat Pay	\$	\$

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