

# 2021/2022 Special/Unusual Circumstance Application Dependent Student



Student Name: \_\_\_\_\_ UCA ID: \_\_\_\_\_

Your 2021/2022 federal aid application (FAFSA) uses 2019 income information to determine your eligibility for federal financial aid (grants, loans, work-study). If your family has experienced a special circumstance as defined below, which results in a reduction of income for 2021, we may be able to recalculate your eligibility taking this into consideration. Completion of this form does not guarantee an adjustment will be approved or eligibility will be increased.

**Note:** Requests will be considered while the student remains enrolled for the term in which the request applies.

**Instructions:**

- Complete Each Section Below (A – F)
- Attach Required Documentation
- Sign, Date and submit this form and required documentation to the Financial Aid Office

**A. Special/Unusual Circumstance (check at least one)**

√	Circumstance
	Death of a parent (parent or step-parent included on the FAFSA)
	Divorce/Separation of Parent (parent or step-parent included on the FAFSA)
	Parent Loss of Job (termination, layoff, retirement)
	Loss of Untaxed Income Benefits
	Natural Disaster that impacted family financial resources (COVID-19, Tornado, etc.)

**Examples of financial circumstances that will not be considered:**

- Tuition paid for elementary/secondary private school, unless due to a disability;
- Miscellaneous consumer expenses (credit cards, car payment, moving expenses, funeral expenses, etc.)
- One-time incomes such as severance pay, lottery, retirement or gambling winnings;
- Reductions in overtime pay (this will be reflected on the following year’s aid application)

**B. Student Statement**

The student must submit a typed and signed statement explaining what has changed since the FAFSA was completed and how it affects the family finances and ability to pay for school.

**C. Documentation: You must submit documentation of the Unusual/Special Circumstance**

√	Circumstance	Documentation Required
	Death of a parent	Death Certificate or notice (we will use FAFSA income of surviving parent)
	Divorce/Separation of Parent	Divorce Decree, separation agreement, verification of separate addresses (we will use FAFSA income of the custodial parent)
	Parent Loss of Job	Letter from Employer, other state or federal agency
	Loss of Untaxed Income Benefits	Letter from appropriate agency
	Natural Disaster	Documentation of event, documentation of effect/impact

**D. 2021 Income Data**

**Definitions:**

- **Taxed:** Any income that would normally be reported on your federal income tax return (including retirement, IRA distributions, untaxed portions of pensions, etc.)
- **Untaxed:** Any income that is not subject to federal income tax (do not include social security benefits)

	Parent 1	Parent 2
Total 2021 Gross <b>Taxed Income</b> to Date:	\$	\$
Total 2021 Estimated Gross <b>Taxed Income</b> from today through 12/2021	\$	\$
Total 2021 <b>Untaxed Income</b> to Date:	\$	\$
Total 2021 Estimated <b>Untaxed Income</b> from today through 12/2021	\$	\$
Total	\$	\$

**Attach documentation** for income totals in each box above. Examples of documentation include:

- 2021 Pay Stubs to Date       Letter from employer       Letter from government agency

**E. Assets: Have your assets changed since your original application? (Circle One) YES NO**  
**If YES, please complete the information below regarding the current values**

Individual	Checking/Savings	Real Estate /Investments	Business/Farm
Student	\$	\$	\$
Parent(s)	\$	\$	\$

**F. Household Size (if additional space is needed enter it on the back of this page and check this box  )**

Name	Relationship	Age	College	Enrolled in Higher Education at least half-time
Student	Self			

**G. Certification**

I certify the information provided on the front and back of this form is true and correct. Only one application per year will be approved.

Signature of Student: \_\_\_\_\_

Date: \_\_\_\_\_

Signature of Parent: \_\_\_\_\_

Date: \_\_\_\_\_