

Student Name: \_\_\_\_\_ NSCC ID number: N \_\_\_\_\_

Email Address: \_\_\_\_\_ Date of Birth: \_\_\_\_/\_\_\_\_/\_\_\_\_

Financial need is, in part, based on each student's or families' gross annual income from the 2016 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 re-evaluate your financial need based on your projected gross income for the 2018 tax-year (January 1, 2018 – December 31, 2018). **Please remember that not all special circumstance recalculations will result in additional financial aid and allow up to 6 weeks for the financial aid office to review your request.**

**INSTRUCTIONS:** For the rest of this form, if you are dependent, you must provide information for yourself and your parent(s). If you are an independent student, you must provide information for yourself and your spouse (if married). Complete all sections and attach required documentation. **Please complete Steps 1-3.**

**STEP #1**

Are you (or your spouse/parents) receiving any of the following? Check all that apply:

\_\_\_\_ SSI    \_\_\_\_ Food Stamps    \_\_\_\_ Free/Reduced Lunch    \_\_\_\_ TANF    \_\_\_\_ WIC    \_\_\_\_ Medicaid

Are you (or your spouse/parents) a dislocated worker? \_\_\_\_ Yes \_\_\_\_ No

If you (or your spouse/parent) have quit your job you are not considered a dislocated worker

**STEP# 2**

Complete the chart below estimating all income for the 2018 calendar year. (January 2018 - December 2018).

	Student (include spouses income)	Parent (include both parents)
<b>Adjusted Gross Income</b>		
Income from work	\$ _____	\$ _____
Unemployment	\$ _____	\$ _____
Taxable Social Security	\$ _____	\$ _____
Other taxable income (explain) _____	\$ _____	\$ _____
<b>Untaxed Income</b>		
Payments to tax deferred pensions	\$ _____	\$ _____
IRA deductions	\$ _____	\$ _____
Child Support	\$ _____	\$ _____
Untaxed portions of IRAs or pensions	\$ _____	\$ _____
Workman's Compensation	\$ _____	\$ _____
Disability	\$ _____	\$ _____
Other Untaxed Income (explain) _____	\$ _____	\$ _____
<b>Total Cash Savings and Checking</b>	\$ _____	\$ _____

All of the information provided by me, or any other person, is true and complete to the best of my knowledge. If asked by an authorized official, I agree to give proof of the information that I have given on this form. I realize that underestimating projected income could result in reduced eligibility, repayment of aid, or both. I further understand that purposely giving false or misleading information may subject me to fines and/or other penalties.

\_\_\_\_\_  
Student's Signature (electronic signature is not acceptable)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent's Signature (if parent special condition) (electronic signature is not acceptable)

\_\_\_\_\_  
Date

**Northwest State Community College does not discriminate on the basis of race, color, national origin, sex, gender identity, disability, religion or age in its programs or activities.**

**STEP #3** - Please check the circumstance which applies and provide the additional information that is requested for each situation. The requested documentation must be attached to this form when returned to the Financial Aid Office.

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

Student/Spouse/or Parent must be unemployed for at least 10 weeks in 2018.

- Typed letter explaining your special circumstance. Please make sure to sign and date your letter.
- 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 regarding employment status
- 2016 Federal Tax Transcript (request at [www.irs.gov](http://www.irs.gov))
- W-2 for 2016- student/spouse (independent student) or mother/father (dependent student)
- Dependent/Independent Verification Group V1 worksheet

\_\_\_\_\_ b) **Separation or Divorce**

- Typed letter explaining your special circumstance. Please make sure to sign and date your letter.
- Court documentation verifying legal separation or divorce
- Statement of any child support received for the dependent children or child support paid to children not living in your home.
- 2016 Federal Tax Transcript (request at [www.irs.gov](http://www.irs.gov))
- W-2 for 2016- student/spouse (independent student) or mother/father (dependent student)
- Dependent/Independent Verification Group V1 worksheet

\_\_\_\_\_ c) **Death of a Parent or Spouse**

- Typed letter explaining your special circumstance. Please make sure to sign and date your letter.
- Copy of a death certificate, obituary notice, or printed memorial program.
- Statement of how the deceased is related to the student (may include in letter)
- 2016 Federal Tax Transcript (request at [www.irs.gov](http://www.irs.gov))
- W-2 for 2016- student/spouse (independent student) or mother/father (dependent student)
- Dependent/Independent Verification Group V1 worksheet

\_\_\_\_\_ d) **Unusual Medical or Dental expenses paid but not covered under insurance**

Total expenses *paid* must be more than 11% of your AGI. (The EFC calculation accounts for 11% of your income to be used to pay medical/dental bills)

- Typed letter explaining your special circumstance. Please make sure to sign and date your letter.
- Copy of Medical or Dental bills that were paid in 2018 that were not paid by a third party.
- Include in letter, Total amount of debt or expense and explanation of hardship
- Proof of payment of Medical or Dental bills without insurance coverage
- 2016 Federal Tax Transcript (request at [www.irs.gov](http://www.irs.gov))
- W-2 for 2016- student/spouse (independent student) or mother/father (dependent student)
- Dependent/Independent Verification Group V1 worksheet

\_\_\_\_\_ e) **Other** -- You have a situation you would like to have reviewed; ex: Retirement, Reduced or Terminated Untaxed Income, Liquidation/Foreclosure, Unusual Debt or Expenses.

- Typed letter describing any changes in financial circumstances and explain how it has affected the ability of you and/or your family to contribute to your education. Make sure to sign and date your letter.
- 2016 Federal Tax Transcript (request at [www.irs.gov](http://www.irs.gov))
- W-2 for 2016- student/spouse (independent student) or mother/father (dependent student)
- Dependent/Independent Verification Group V1 worksheet
- Other supporting documentation