



## 2020 – 2021 Change of Circumstance

| Office Use Only      |                         |  |   |
|----------------------|-------------------------|--|---|
| Date Received Stamp: | Type of Circumstance:   | <b>Checklist</b><br><input type="checkbox"/> Sufficient docs?<br><input type="checkbox"/> Edited FAFSA<br><input type="checkbox"/> Received new ISIR<br><input type="checkbox"/> Re-packaged Aid | ID#:  |
|                      | Additional docs needed: |  | Approved?<br><input type="checkbox"/> Yes, EFC _____<br><input type="checkbox"/> No |

| Student to Complete:   |                        |
|--|------------------------|
| <b>Name:</b>   | <b>Student ID/SSN:</b> |
| <b>Address:</b>  | <b>Phone:</b>          |
| <b>City:</b>   | <b>Email:</b>          |
| <b>State/ZIP:</b>  | <b>Degree Program:</b> |
| Explain briefly what the change of circumstance is. Attach any documentation (bank statements, invoices, signed statements, etc.). |                        |
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Special circumstances can refer to any financial situation that is not addressed in the application process. The following list includes common special circumstances in which professional judgment may apply. Keep in mind that financial aid administrators are not limited to these instances, nor are they required to use professional judgment for these instances.

- Loss or reduction of employment, wages, or unemployment compensation
- Tuition expenses at an elementary or secondary school
- Additional costs incurred as a result of a student's disability
- Parent enrolled in college
- Medical or dental expenses not covered by insurance
- Unusually high child care costs
- Bankruptcy or foreclosure

If you feel you have a special circumstance, please do the following:

- Complete the personal information above.
- Attach all applicable documentation. You may be required to provide additional documentation.
- Return this form to the Financial Aid office.
- You will get a phone call from the financial aid office to clarify information and to tell you what additional documents you may be required to provide. You will receive a copy of this form once completed with additional notes at the bottom.
- Collect and attach the requested documentation (keep copies for your records)
- You will get a response in writing, and a new award letter if applicable.

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|---|-------|
| <b>Certification Statement:</b> I have read this form carefully. I certify that the information provided is true and correct to the best of my knowledge. I understand that any falsified or misrepresented information may be cause for repayment and termination of financial aid, a fine, and/or imprisonment. |       |
| Student Signature:  | Date: |