



SPECIAL CIRCUMSTANCES FORM 2012 - 2013 Academic Year

Upon review of this form, the Office of Student Financial Planning will notify you if additional financial assistance is available. If you have questions, please call (731) 661-5015.

Instructions:

1. File the 2012-2013 FAFSA at www.fafsa.gov
2. Attach a **detailed** letter explaining your circumstances.
3. Complete and attach the 2012-2013 Verification form found at <http://www.uu.edu/financialaid/forms/VerifForm1213.pdf>
4. Provide a copy of your 2011 IRS Tax Transcript. You can request this at www.irs.gov or call 1-800-908-9946

Section A – Student Information

Name _____ Union ID or SSN _____

Address _____ City, State Zip _____ Phone _____

Parent(s) whose information was provided on your FAFSA:

Mother/ Step-Mother's Name _____ Phone _____

Father/ Step-Father's Name _____ Phone _____

Section B – Special Circumstances – Check all that apply

Please attach documentation of the circumstances indicated below. DOCUMENTATION IS REQUIRED.

Loss of a Job

- Student Spouse Mother/ Step-Mother Father/ Step-Father

Loss of Income

- Loss of Child Support
 Loss of Unemployment Benefits
 Loss of Alimony
 Loss of Worker's Compensation
 Other. Please specify and provide appropriate documentation.

Excessive Medical Expenses (Paid out of pocket)

Lump sum (one-time) income

Other Circumstances.

Please list _____

Section C - Income Assessment Form – Please complete the table(s) below to help us assess your actual income for 2012. Report all income you expect to receive through December 31, 2012 in the appropriate boxes. You must include documentation supporting all income. This documentation could include but is not limited to:

- Recent pay stubs showing year-to-date earnings (since January 1, 2012) OR
- A letter from your employer stating total 2012 projected and or actual earnings OR
- W-2 Forms

If you are submitting the request for consideration after December 31, 2012, you must submit a copy of your completed 2012 federal income tax return.

INCOME INFORMATION

Income For 2012 (January 1 To December 31)	Student	Spouse	Mother/Step-mother	Father/ Step-father
Wages				
Unemployment				
Child Support				
Other				
Total income for 2012				

Certification and Signature

My signature below certifies that the information I have provided on this form is true. I agree to provide proof of the information if and/or when requested.

Student Signature _____ Date _____

Parent Signature _____ Date _____

Spouse of Student Signature _____ Date _____

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FOR OFFICE USE ONLY		
_____ Student Not Eligible	_____ Request Approved	_____ Request Denied
Comments _____		

FA Administrator _____	Date _____	