

SPECIAL CIRCUMSTANCE APPLICATION 2008-2009 INDEPENDENT STUDENT

According to federal laws and regulations, a family's 2007 income is used to assess financial need for the 2008-2009 school year. If a family's 2008 income is lower, due to special circumstances, a financial aid administrator may be able to use 2008 income to assess financial need. Your Special Circumstance Application will be returned if all requested information outlined is not provided. Special circumstances, if accepted, may result in an increase in need-based loans, student employment, or in certain cases, additional grant assistance. . ***Turnaround time for special circumstance appeals is typically 2-4 weeks. However, if the application is incomplete or items requested are not attached, processing time will be significantly delayed.***

Student's Name		Social Security #		
Street Address		City	State	Zip Code
Phone Number		E-mail Address		

SECTION 1: CHANGE IN HOUSEHOLD SIZE

*The change in household may only be evaluated if the change occurred **after** the filing of your FAFSA.*

DEATH OF PARENT/SPOUSE

- _ Attach a *signed* copy of your 2007 Federal Income Tax Return, **including** W-2 forms for both student and spouse, if not already provided.
- _ Please provide a written statement indicating your spouse's name and date of death.

DIVORCE OR SEPARATION

- _ Attach a *signed* copy of your 2007 Federal Income Tax Return, including W-2 forms for both student and spouse, if not already provided.
- _ Attach a copy of the divorce decree or proof of separation (e.g., court order, statement from attorney or clergy).
- _ Attach a written statement identifying the custodial parent. Also provide the names, ages, and the relationship of the family members that the custodial parent will support through June 30, 2008.
- _ Indicate the amount the non-custodial parent will/has provide towards your college costs at Augsburg for the 2008-2009 school year. \$ _____

SECTION 2: EDUCATION EXPENSES

PRIVATE TUITION EXPENSES AT ELEMENTARY OR SECONDARY SCHOOL

- _ Attach a copy of the 2007 or 2008 tuition statement, outlining costs and financial aid awarded, for **each** dependent child attending private elementary or secondary school (do not include expenses for the child who will be enrolling in college in 2004-2005.)
- _ If you are divorced or separated, and the non-custodial parent provides assistance towards the private tuition at the elementary or secondary school(s), provide a statement indicating the amount of assistance.

SECTION 3: MEDICAL/DENTAL EXPENSES NOT REIMBURSED OR COVERED BY INSURANCE

- _ Provide a written statement which briefly itemizes 2007 or 2008 out-of-pocket medical and dental expenses. This may include insurance premiums. Be sure to total all expenses after they are detailed.
- _ Attach a *signed copy* of your 2007 Federal Income Tax Return, **including** Schedule A if you itemized deductions, if not already provided.

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SECTION 4: CHANGE IN INCOME

If you are submitting an appeal due to a change in income, please attach a signed copy of your 2007 Federal Tax Return, including W-2 forms for both student and spouse, if not already provided, IN ADDITION to the items listed under the circumstance that applies to your family:

DISABILITY

_ Attach a brief written statement from your parent's physician outlining the disability and the probability of returning to work. Please include an estimated date of return, if applicable.

_ If the disability is work related, provide documentation from your parent's employer or government agency on availability and amount of worker's compensation benefits and/or short-term or long-term disability insurance benefits for 2008.

_ Attach a copy of your most recent paystub(s) from *all* employers. Please indicate on the paystub what the length of the pay period is (e.g., weekly, bi-weekly, monthly).

_ Complete the Income Source Table below to ensure inclusion of all income sources.

UNEMPLOYED FOR AT LEAST 10 WEEKS

_ Attach a written statement indicating the date and reason you became unemployed.

_ Attach a copy of your most recent pay stubs (from *all* employers. Please indicate on the pay stub what the length of the pay period is (e.g.) weekly, bi-weekly, monthly, etc.)

_ Attach a copy of unemployment benefits you will receive from your state job service office.

_ Complete the Income Source Table below to ensure inclusion of all income sources.

A BUSINESS OR FARM HAS CLOSED DUE TO BANKRUPTCY, FORECLOSURE OR NATURAL DISASTER

_ Attach a copy of the bankruptcy or foreclosure notice, if applicable.

_ Attach a written statement outlining the particular circumstances surrounding this event. If the event was a natural disaster, please itemize the losses/damages that will not be covered by insurance or government assistance.

_ Complete the Income Source Table below to ensure inclusion of all income sources.

REDUCTION IN EARNINGS OR LOSS OF OTHER INCOME

2008 Income will be/is less than 2007 FAFSA income. This could include a reduction in earnings, loss of child support, loss of social security benefits, etc. We will not consider changes in income due to overtime, one-time bonuses, withdrawal from retirement accounts, or gambling winnings or losses.

_ Attach a written statement outlining the amount of income that was lost or reduced, the date the change became effective and the reason for the loss of income.

_ If the reduction in income has resulted from reduced hours at work (excluding overtime), attach a copy of your most recent paystub from all employers. Please indicate on the paystub what the length of the pay period is (e.g., weekly, bi-weekly, monthly).

_ Complete the Income Source Table below to ensure inclusion of all income sources.

INCOME SOURCE TABLE	ACTUAL:	ESTIMATED:	TOTAL:
January 1, 2008 through December 31, 2008	1/1/08 to today	Today To 12/31/08	Actual plus estimated
Student's earnings from work (wages, salary, tips, etc.)			
Spouse's earnings from work (wages, salary, tips, etc.)			
Business/Farm Income			
Interest/Dividend Income. Specify source and value: _____ \$ _____			
Unemployment Compensation			
Capital Gains			
Spousal Maintenance			
Child Support			
Welfare Benefits (AFDC, TANF, MFIP, etc.)			
Social Security Benefits (including SSI)			
Worker's Compensation			
Short-term or Long-term Disability Benefits			
Severance Pay			
Withdrawal from retirement account			
Other Income (pension, annuity, rental income, housing allowance, bonuses, etc.)			