

The Financial Aid Office at SCCC recognizes that situations occur which may impede a family's ability to meet educational expenses. If you, your spouse, or your parents' financial situation has changed significantly, and that change is not accurately reflected on your FAFSA application, you may submit this request with supporting documentation. ALL sections of this form must be completed and the required documentation must be attached. **This request will be held until ALL the required information AND documentation is received.**

Student Name

SCCC ID

- 1. Explain in a typed, signed statement how the 2025-2026 FAFSA does not accurately reflect the current financial situation.** Include specific, detailed information that allow us to understand your particular circumstances.
- 2. All requests must include a signed copy of the 2023 Federal Tax Return (or IRS tax transcript), as well as W2's for tax filers.** If you, your spouse (if applicable) or your parent(s) did not file taxes in 2023 or 2024, this information should be included in your signed statement. **Make sure to note ALL sources of income for you, your spouse, or your parent--even if it was nontaxable.**
- 3. Check the appropriate condition under which you are requesting a review of special circumstances.** Each scenario describes the supporting documentation required, which must be included for request to be considered.

- A. Loss or reduction of income** – Student Spouse or Parent(s) earned money in 2023 and have since experienced a loss or reduction of income. Documentation must be provided verifying that the employment status has changed. Please indicate the date of the change and the reason below:

Effective date of income change:

- | | | | |
|--|---|-------------------------------------|-------------------------------------|
| <input type="checkbox"/> Employment termination** | <input type="checkbox"/> Retirement | <input type="checkbox"/> Disability | <input type="checkbox"/> Job change |
| <input type="checkbox"/> Reduction in work hours** | <input type="checkbox"/> Rate of Pay Change | | |

****Note: If the loss/reduction of income is due to employment termination or work hour reduction you must wait eight weeks from the effective date before submitting this form.**

- Documentation: Letter from employer stating termination date.
 Proof of Unemployment Insurance (indicate if no benefits were received).
 Documentation of nontaxable income (i.e. pension, worker's comp, etc.).
 Most recent pay stubs (up to eight weeks).

- B. Loss of untaxed income or benefit** – Student Spouse or Parent(s) have lost some type of untaxed income benefit (i.e, child support, disability, etc.).

Documentation: Letter or statement from agency confirming loss of benefit and actual amount received for time period, outlined in your statement.

- C. Divorce or separation** – You or your parents separated or divorced after filing your 2025-2026 FAFSA.

Documentation: Copy of Divorce Decree, Separation Documentation, and/or letter from Attorney.
 Proof of separate residences (lease agreement, utility bills, etc.).
 Include in signed statement if child support is received, and the amount.

- D. Death of Parent or Spouse** – Attach copy of Death Certificate.

- E. One-time distribution from retirement funds due to economic hardship** – Attach 1099-R form/s and include in signed statement an itemization explaining how these funds were utilized.

- F. Other significant change in financial situation** – Explain in signed statement.

Student Signature

Date

Parent Signature

Date