ANNA MARIA COLLEGE

OFFICE OF FINANCIAL AID

REQUEST FOR CONSIDERATION OF SPECIAL CIRCUMSTANCES FOR BELOW CIRCUMSTANCES ONLY

2013-2014

When you completed the 2013-2014 Free Application for Federal Student Aid (FAFSA), it provided us with your financial situation at the time you completed the form. We know that sometimes there are special circumstances that are not reflected on the FAFSA. When appropriate and sufficient documentation is provided, it may be possible to take these circumstances into account through a process call Professional Judgment (PJ). Be aware that a PJ is performed at the discretion of each institution and does not guarantee an increase in financial aid.

Complete and submit this form along with the required documentation to the Financial Aid Office. **The process of verification of your FAFSA information must be completed before we can process your appeal- You will be notified of the documents required** and you will be notified of the committee's decision within two weeks. **Your appeal will not be reviewed unless all documentation is attached.**

STUDENT INFORMATION

Last Name First Name Student ID#

Address City State Zip

Anna Maria College packages at the highest level of institutional financial aid so only the circumstances listed below will apply for an appeal. Please check a box and submit an appeal **ONLY** if you meet one of the situations listed below.

PLEASE INDICATE BELOW THE SPECIAL CIRCUMSTANCE THAT APPLIES TO YOUR SITUATION:

☐ Unusual or excessive medical/dental expenses not covered by insurance incurred and paid in 2012.
(As a general rule, these expenses should be at least 15% of your Adjusted Gross Income (AGI) before submitting documentation.)

Documentation Required:

- ✓ Schedule A of 2012 federal 1040 tax form if filed **OR**
- ✓ Signed statement with documentation of expenses paid in 2012

☐ Loss of Income/ Loss of Benefits Indicate effective date of loss:_____/_____/_____

Documentation Required:

- ✓ Most recent paystub (should reflect any vacation or severance paid out)
- ✓ Statement of termination of benefits
- ✓ Complete Expected Income/Benefits for 2013 on page 2

☐ Separation / Divorce Indicate date of separation/divorce:____/____/_____

Current Marital status must be 6 months or longer.

Documentation Required:

- ✓ Attach separation papers or agreement, divorce decree/settlement, or letter from a participating attorney or mediator stating marital status **OR**
- ✓ If no formal agreement is initiated, please verify separate residences by electric or oil bills.

☐ Death of a Parent/Spouse Indicate date of death: _____/_____/_____

Documentation Required:

- ✓ Complete Expected Income/Benefits for 2013 on page 2
- ✓ Copy of the death certificate

☐ One-time Income in 2012 received and not available for use for educational purposes

Documentation Required:

- ✓ Complete Expected Income/Benefits for 2013 on page 2
- ✓ Attach any other appropriate documentation for one-time income received

☐ Elementary and Secondary Tuition Payments

Documentation Required:

✓ 2013-2014 Tuition Statement(s) for each full-time student

EXPECTED INCOME/BENEFITS FOR 2013

INCOME FOR JANUARY 1, 2013 TO DECEMBER 31, 2013	ACTUAL + 1/1/12 TO TODAY	ESTIMATED = TODAY TO 12/31/2013	TOTAL
Expected 2013 income earned from work by father (wages, salaries, tips, net business/farm income)	$	$	$
Expected 2013 income earned from work by mother	$	$	$
Other taxable income (dividends, interest, pensions, annuities, alimony, unemployment compensation, capital gains, etc.	$	$	$
Social Security Benefits	$	$	$
Aid to Families with Dependent Children (AFDC/ADC)	$	$	$
Child Support received	$	$	$
Other untaxed income (earned income credit, welfare benefits, workers comp, payments to IRA/Keough, etc)	$	$	$
Total Income for 2013	$	$	$

*** ATTACH VERIFICATION OF FIGURES ABOVE**

EXPLANATION OF SPECIAL CIRCUMSTANCE(S):

Please summarize the special circumstance(s) you indicated above. (Feel free to attach a letter)

REQUIRED SIGNATURES

I certify that the information I have provided is true and complete to the best of my knowledge. I agree to provide proof supporting the information on this form, if requested. I realize that giving false or misleading information may result in a $20,000 fine, a prison sentence, or both.

Student Signature Date

Parent Signature Date