

**LAMAR STATE COLLEGE - PORT ARTHUR
OFFICE OF STUDENT FINANCIAL AID**

**SPECIAL CIRCUMSTANCES FORM
2015 – 2016**

Student's Name _____ **Student ID** _____

This form may be used for the 2015-2016 academic year if the financial situation used in the completion of your Free Application for Federal Student Aid (FAFSA) has changed or if you had unusual circumstances occur in 2015 or 2016.

1 Check all that apply.

If you are an **INDEPENDENT** student:

- 1. Loss of employment or change of employment status for you or your spouse for at least 10 weeks.
- 2. Divorce/separation or death of your spouse.*
- 3. Loss of untaxed income (Social Security benefits, pension, etc.)*
- 4. Disability of you or your spouse.
- 5. Unusual medical or dental bills or handicapped-related expenses (7½% of adjusted gross income).*
- 6. Other unusual debt or expenses.

*Adjustment to 2015 income (line item)

If you are a **DEPENDENT** student:

- 7. You or your parents' loss of employment or change of employment status for at least 10 weeks.
- 8. Divorce/separation or death of a parent.*
- 9. Loss of untaxed income (Social Security benefits, pension, etc.)*
- 10. Disability of you or your parent.
- 11. Unusual medical or dental bills or handicapped-related expenses (7½% of adjusted gross income).*
- 12. Other unusual debt or expenses.

*Adjustment to 2015 income (line item)

2 Please complete this chart for 2014 for 1, 4, 7, or 10 above.

INCOME	STUDENT OR SPOUSE	PARENT
Wages, salaries, severance pay	\$	\$
Other taxable income	\$	\$
Untaxed Social Security benefits	\$	\$
TANF/Welfare	\$	\$
Child Support	\$	\$
Other untaxed income	\$	\$
Unemployment benefits to be received	\$	\$
Total income	\$	\$
Adjusted Gross Income	\$	\$
Taxes paid	\$	\$
EIC	\$	\$

3 Certification: All the information on this form and supporting documents is true and complete to the best of my knowledge.

Student's Signature

Date

Parent or Spouse's Signature (if applicable)

Date

4 See reverse side of this form for required documentation.

OVER →

For office use only: <input type="checkbox"/> Approved <input type="checkbox"/> Rejected	
Financial Aid Officer: _____	Date: _____

REQUIRED DOCUMENTATION FOR SPECIAL CIRCUMSTANCES

DOCUMENTATION WILL PROVIDE A “SNAPSHOT” OF YOUR 2014 FINANCIAL POSITION

Loss of employment or change in employment status

- Letters from prior employers, stating termination dates and 2015 earnings to date—on letterhead, signed, and dated.*
- Letters from any current employers, stating expected earnings for 2015—on letterhead, signed, and dated.*
- Unemployment recap showing amount of benefits received and the expected unemployment to receive in 2015 OR notarized statement indicating no benefits received or expected to be received in 2015.*

*Required for student and parent(s) if dependent—required for student/spouse if independent.

Divorce or separation of student or parent

- Divorce – copy of divorce decree
- Separation – copy of the legal separation document; a signed statement from your attorney, showing the date of separation; or two notarized statements from an unrelated third party.

Death of a spouse or parent

- A death certificate

Loss of untaxed income

- A copy of a letter from the agency that provided benefits, detailing termination of benefits, and copies of summaries of benefits.

Disability of student or spouse or parent

- Medical documentation of disability and of any benefits received as a result of the disability.*
- Income from all sources in 2015.*

*Required for student and parent(s) if dependent – required for student/spouse if independent.

Unusual medical or dental bills or handicapped-related expenses

- A copy of Schedule A of the Federal 1040 form or canceled checks or receipts showing amount paid with statement from insurance company showing expenses were not reimbursed.

Other unusual circumstance not covered above

- Explanation and documentation

**ATTACH REQUIRED DOCUMENTATION TO COMPLETED FORM,
AND RETURN TO THE OFFICE OF STUDENT FINANCIAL AID, APPLICATION WILL ONLY
BE REVIEW ONCE MAKE SURE YOU TURN IN PROPER DOCUMENTATION.**