



2021 – 2022 Special Condition Form

Student Name: _____ SSN or U#: _____

When completing The Free Application for Federal Student Aid (FAFSA) for the 2021 – 2022 academic year, a family is asked to provide actual 2019 taxable and non-taxable income. A family, who expects its 2021 income to be *considerably* less than was reported on the FAFSA for 2019, should complete the form below and submit it to the UCCC Financial Aid Office along with a **letter of explanation and appropriate documentation that supports the special condition.**

Section A

I am filing a Special Condition Form as a result of:

Loss of employment <input type="radio"/> Parent <input type="radio"/> Student <input type="radio"/> Spouse	Last date of employment ____ / ____ / ____ Date	Required documentation <ul style="list-style-type: none"> • Letter of explanation from student/parent • Proof of unemployment income • If not collecting unemployment, copy of last paystub • Dependent/Independent Verification Worksheet • Copy of student/parent signed 2019 Federal tax return
Reduction in income from work. <i>Note: Loss of overtime will not be considered</i> <input type="radio"/> Parent <input type="radio"/> Student <input type="radio"/> Spouse	Required documentation <ul style="list-style-type: none"> • Letter of explanation from student/parent • Copy of most recent pay stub showing income • Dependent/Independent Verification Worksheet • Copy of student/parent signed 2019 Federal tax return 	
Reduction in or loss of benefit (e.g. Unemployment, Worker’s Comp., SSI, Social Security, Child Support, TANF) <input type="radio"/> Parent <input type="radio"/> Student <input type="radio"/> Spouse	Required documentation <ul style="list-style-type: none"> • Letter of explanation from student/parent • Notice of cancellation of benefits/income • Dependent/Independent Verification Worksheet • Copy of student/parent signed 2019 Federal tax return 	
Death <input type="radio"/> Parent <input type="radio"/> Spouse	Date of death ____ / ____ / ____	Required documentation <ul style="list-style-type: none"> • Letter of explanation from student/parent • Copy of death certificate • Dependent/Independent Verification Worksheet • Copy of student/parent signed 2019 Federal tax return
One time lump sum payment due to unforeseen circumstances <i>Please list the source of this payment.</i> _____	Required documentation <ul style="list-style-type: none"> • Letter of explanation from student/parent • Documentation appropriate to the situation • Dependent/Independent Verification Worksheet • Copy of student/parent signed 2019 Federal tax return 	

Section B

Please complete all applicable fields for individual(s) affected by the loss of income.

****Please note that your Special Condition Request will not be reviewed if this table is left blank!**

EXPECTED/ACTUAL INCOME FROM JAN 1, 2021 UNTIL DEC 31, 2021

Income Source	Mother	Father	Student	Spouse
Income earned from work	\$	\$	\$	\$
Unemployment benefits	\$	\$	\$	\$
Social Security benefits	\$	\$	\$	\$
TANF and/or AFDC	\$	\$	\$	\$
Child support received	\$	\$	\$	\$
Veteran's benefits	\$	\$	\$	\$
Severance pay	\$	\$	\$	\$
SSI benefits	\$	\$	\$	\$
Other income	\$	\$	\$	\$
Total 2021 income	\$	\$	\$	\$

Section C

Certification requesting special circumstance consideration:

The information provided on this form and supporting documents is true and complete to the best of my knowledge. I agree to provide additional documentation, if requested. **I understand that if at any time the estimates of the 2021 income that I submit on this form change, I will contact the Financial Aid Office as soon as possible regarding the change.** I understand that Special Condition Requests submitted without required supporting documentation and letters of explanation will not be considered. I also understand that submittal of a Special Condition Request Form does not guarantee that the financial aid will be adjusted.

Student Signature: _____ Date: _____

Parent Signature: _____ Date: _____

Spouse Signature: _____ Date: _____

Please note: Special Condition Requests submitted without required supporting documentation and letters of explanation will not be considered. Submittal of a Special Condition Form does not guarantee that the student's financial aid will be adjusted.