

PARENT

SMCC Financial Aid Office
7050 S. 24th St.
Phoenix, AZ 85042
Phone: (855) 622-2332

**2019-2020 Special Circumstances
(Professional Judgment)**

STUDENT NAME (Please Print Clearly) STUDENT I.D. NUMBER XXX-XX-
Last Four of SSN

ADDRESS ZIP PHONE

The **2019-2020** financial aid awards are based on **2017** calendar year income and resources. In some cases, circumstances may arise that warrant using a more recent twelve month time period for the purpose of assessing your ability to finance your education. If your income has decreased or if there are unusual expenses (job loss*, medical, private school expenses, or other unexpected expenses, etc.) in the **2018, 2019, or 2020 calendar year**, it may be possible for the Student Financial Aid Office to amend your financial aid eligibility. This process has been provided to allow you to present information that will allow us to review and recalculate your FSA (Federal Student Aid) eligibility, which will more accurately reflect your current income situation. **Please Note:** Information you provide will be submitted to the Department of Education on your behalf. Results must be used to adjust aid amounts *even if it is less than originally awarded*. This form will not be processed until your financial aid file is complete and you have been awarded financial aid, as determined by your 2017 tax information.

As of the date received, please allow approximately **3 weeks for processing**. This time may vary depending on the time of year.

Note: Appeals are usually accepted after August 1st; however, for loss of income and other expenses during COVID-19, appeals can be submitted immediately with supporting documentation of unemployment benefits received or to be received. Significant reductions are typically 25% or more of total income with a duration minimum of at least 4 weeks before request can be submitted.

1. PARENT(S), Please attach a **signed typed statement** explaining in detail the reason for the reduction of your resources or for extenuating expenses you may have incurred in 2018, 2019 or 2020. **Attach any supporting documentation to substantiate reasons listed in your statement (i.e. termination letter, unemployment statement, tuition payment etc.).**
2. INCOME RESOURCES FOR PARENT(S). Please document your income for a 12 month period (either 2018, 2019, or 2020) below. **DO NOT LEAVE BLANKS.** Enter zero if not applicable.

	CALENDAR YEAR INCOME	
	JANUARY 20 - DECEMBER 20	
Income earned from work by father: (Attach 2018 or 2019 Tax Return. Or if for current year, attach last 3 pay check stubs)	\$	
Income earned from work by mother: (Attach 2018 or 2019 Tax Return. Or if for current year, attach last 3 pay check stubs)	\$	
Other taxable income & benefits*: (attach copy of benefits statement)	\$	
Unemployment benefits and/or severance pay	\$	
Child Support received	\$	
Alimony Received	\$	
Medical/dental expenses or other unusual expenses minus insurance (please explain in Section 1 above and/or attach copies of receipts):	\$	
Private elementary, Jr., and/or Sr. High School Tuition minus scholarship(s):	\$	
Amount of tuition paid out of pocket for parents(s) attending college at least six credits or more during January 2018 through December 2018 ** Provide a copy of paid schedule.	\$	

*OTHER TAXABLE INCOME: interest/dividend income, rental income etc.
**Documentation for parent tuition must be in the form of a paid bill from the Bursar's/Cashier's Office.

CERTIFICATION: I/We certify the submitted information is true and correct to the best of my knowledge. If asked by an authorized official, I agree to provide additional proof of the information provided on this form. I understand that purposely providing false or misleading information on this form may result in reduction or repayment of aid, fines and/or imprisonment in this and/or in future years.

Father Signature Date Mother Signature Date

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Student Signature

Date

Spouse Signature

Date

Maricopa County Community College District (MCCCD) is an EEO/AA institution and an equal opportunity employer of protected veterans and individuals with disabilities. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, or national origin. A lack of English language skills will not be a barrier to admission and participation in the career and technical education programs of the college.

The Maricopa Community Colleges do not discriminate on the basis of race, color, national origin, sex, disability or age in its programs or activities. For Title IX/504 Concerns, call the following number to reach the appointed coordinator: **(480) 731-8499**. For additional information, as well as a listing of all coordinators within the Maricopa College system, visit the following weblink: <https://distict.maricopa.edu/consumer-information/non-discrimination-statements>.