



Belmont Technical College

Office of Student Financial Aid

Special Circumstances Appeal Form 2010 – 2011 School Year

Section I – Student Verification

Name: _____
Last First M.I.

Street Address: _____

City: _____ State: _____ Zip Code: _____

Home Phone: _____ Work Phone: _____ Social Security #: _____

Name(s) of person(s) whose income(s) have changed: _____

Indicate the above person's relationship to you (Check all that apply):

- Self Spouse Father Mother Other(Explain) _____

Section II

This form must be completed by financial aid applicants who are requesting a special circumstances review due to a drastic change from previous year income (2008) to current-year income (2009). The special circumstances listed below are applicable to independent students or parents of dependent students. Please check below the applicable special circumstances:

SPECIAL CIRCUMSTANCES

DEPENDENT STUDENT

INDEPENDENT STUDENT

Loss of Employment

One of the student's parents (or a stepparent) earned money in 2009, but lost his or her job for **at least 10 weeks** in 2010.

The student worked full time (at least 35 hours a week) for at least 30 weeks in 2009, but is not working full time now. This would be due to lay-off, termination or reduction.

The student's spouse earned money in 2009, but has lost his or her job for **at least 10 weeks** in 2010. This would be due to lay-off, termination or reduction.

Loss of earnings due to disability or natural disaster

One of the student's parents earned money in 2009, but has not been able to earn money in his or her usual way for **at least 10 weeks** in 2010. This must have been because of either a disability or a natural disaster that happened in 2009 or 2010.

The student (or spouse) earned money in 2009, but has not been able to earn money in his or her usual way for **at least 10 weeks** in 2010. This must have been because of either a disability or a natural disaster that happened in 2009 or 2010.

Loss of untaxed income or benefit

One of the student's parents received unemployment compensation or some untaxed income or benefit in 2009, but has completely lost that income or benefit for **at least 10 weeks** in 2010. The untaxed income or benefit must have been from a public or private agency, from a company, or from a person because of a court order.

The student (or spouse) received unemployment compensation or some untaxed income or benefit in 2009, but has completely lost that income or benefit for **at least 10 weeks** in 2010. The untaxed income or benefit must have been from a public or private agency, from a company, or from a person because of a court order.

Separation or divorce

The student has already applied for Federal Student Aid, but his or her parents have legally separated or divorced since that time.

The student has already applied for Federal Student Aid, but has legally separated or divorced since that time

Death

The student has already applied for Federal Student Aid, but, since that time, one of the student's parents has died.

The student has already applied for Federal Student Aid, but, since that time, the student's spouse has died.

Section II (cont'd)

SPECIAL CIRCUMSTANCES

DEPENDENT STUDENT

INDEPENDENT STUDENT

Elementary or secondary education and dependent care expenses

The student must document elementary and secondary education and dependent care expenses. Must exceed 3% of Adjusted Gross Income.

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Unusual medical or dental expenses

The student can document unusual family medical or dental expenses. Expenses must exceed 5% of Adjusted Gross Income.

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Section III – Comparison of actual 2009 and projected 2010 income from all sources

If you parent's income will be lower in 2010 than it was in 2009, complete the parent column. If your income (including your spouse if applicable) will be less in 2010 than in 2009, complete the student column.

	Parents			Student	
	Actual '09	Projected '10		Actual '09	Projected '10
Adjusted Gross Income			Adjusted Gross Income		
Father's Wages			Student's Wages		
Mother's Wages			Spouse's Wages		
Other Taxable Income			Other Taxable Income		
Interest/Dividend			Interest/Dividend		
Retirement			Retirement		
Unemployment			Unemployment		
Business/Farm			Business/Farm		
Other			Other		
Untaxed Income (Not part of AGI)			Untaxed Income (Not part of AGI)		
Social Security			Social Security		
Child Support			Child Support		
Payments to IRA & Other Pre-tax			Payments to IRA & Other Pre-tax		
Other			Other		

Please attach verification of special circumstances, as well as verification of 2009 and 2010 taxable and nontaxable income. This would include a letter from employer (must be on company letterhead) verifying lay-off or termination, unemployment verification (total dollar amount), last pay stubs, and 2009 Federal Tax Return. Additional information may be requested.

Section IV – Statement and Certifications

All of the information on this application is true and complete to the best of my knowledge. I understand that if I purposely give false or misleading information, I may be subject to a \$10,000 fine, prison sentence or both.

Student _____

Date _____

Student's Spouse _____

Date _____

Father/Stepfather _____

Date _____

Mother/Stepmother _____

Date _____

Return this form directly to the Belmont Technical College Student Financial Aid Office. Be sure that you have completed and filed the 2010/2011 Free Application for Federal Student Aid (FAFSA). **Please allow 2-4 weeks processing time once all documentation is received.**

OFFICE USE ONLY

Request: Accepted Denied Revised EFC _____

Comments: _____

FA Signature: _____ Date: _____