



Dependent Special Circumstance 2016-2017

Student Name (please print)

ICC Student ID #

PURPOSE: According to federal laws, a family's 2015 income is used to assess financial need for the 2016-2017 aid year. If the family's 2016 calendar year income is lower due to a special circumstance, a financial aid administrator may be able to use the 2016 income to assess financial need. Please complete this form to assist you in reporting changes in the financial circumstances of your parent(s) that have occurred and that will severely limit the ability of your parent(s) to contribute toward your 2016-2017 college costs.

IF THIS FORM IS NOT FILLED OUT COMPLETELY AND IF ALL THE INFORMATION IS NOT SUBMITTED THIS FORM WILL NOT BE PROCESSED. If this form is submitted after January 1, 2017, a signed 2016 tax return and W-2s must be attached.

Please check the categories that apply to the parent and complete the Expected Income and Benefits Table.

- Unemployment or change of employment:** Parent(s) must have earned money in 2015 and lost his/her job involuntarily for at least 8 weeks in 2016.

Required Documentation

- A signed copy of your parent's 2015 IRS Federal Tax Return and W-2's and a copy of your parent's 2015 IRS tax transcript if they did not use the IRS retrieval on the FAFSA.
- Submit a copy of the letter of separation/termination or letter from your parent's previous employer on company letterhead stating effective date and the circumstances under which they left their employment.
- Last or current paycheck stub showing 2016 year-to-date earnings for your parent(s) from each job worked in 2016.
- Unemployment benefit summary stating the last day worked
- Verification of unemployment and amounts of unemployment benefits received
- Verification of disability and amount of benefits received.

- Death of a Parent**

Required Documentation

- Copy of death certificate
- A signed copy of your parent's 2015 IRS Federal Tax Return and W-2's and a copy of your parent's 2015 IRS tax transcript if they did not use the IRS retrieval on the FAFSA.

- Divorce or Separation of parent**

Required Documentation

- Copy of separation or divorce decree (indicating date of separation/divorce)
- A signed copy of your parent's 2015 IRS Federal Tax Return and W-2's and a copy of your parent's 2015 IRS tax transcript if they did not use the IRS retrieval on the FAFSA.

- Medical and dental expenses that exceed 12% of your parent's total income**

Required Documentation

- 2015 1040 Schedule A
- Provide copies of cancelled checks or paid receipts for expenses **paid** in 2015 that were not reimbursed by insurance.
- A signed copy of your parent's 2015 IRS Federal Tax Return and W-2's and a copy of your parent's 2015 IRS tax transcript if they did not use the IRS retrieval on the FAFSA.

- A situation you feel warrants consideration for special circumstances (loss of a benefit; i.e. child support, social security for a surviving dependent, unemployment, disability, workman's comp, or other)**

Required Documentation

- Provide written explanation and supporting documentation
- A signed copy of your parent's 2015 IRS Federal Tax Return and W-2's and a copy of your parent's 2015 IRS tax transcript if they did not use the IRS retrieval on the FAFSA.

