



Financial Aid Office  
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## 2009-2010 Special Condition Application

This form is to request that the Financial Aid Office consider special or unusual circumstances that may affect your eligibility for financial aid for the 2009-2010 academic year. Please complete all sections, following all instructions, and then return this form and the required documentation to the Financial Aid Office.

The certification on the back of this form must be signed by everyone whose information is being reviewed. *Your request will not be considered without supporting documentation and required signatures.*

Last Name \_\_\_\_\_ First Name \_\_\_\_\_ SSN or Student ID \_\_\_\_\_

**A.** Provide a detailed statement explaining your circumstances.

**B.** Please check one or more of the following conditions that apply to your situation.

LOSS OF EARNINGS

**You and /or your family, lost earnings that apply to your situation.**

- attach documentation from employers that verifies when employment ended
- attach documentation of how much income, if any, has been earned since January 1, 2009
- attach copies of 2008 tax returns, if filed

\*\*\* Complete Section C on the back of this form\*\*\*

LOSS OF OTHER RESOURCES

**You and /or your family, received resources other than wages in 2008 and are no longer receiving these funds.**

- attach copies of 2008 tax returns, if filed
- attach documentation from the appropriate agencies which indicates when benefits ended, the total amount received in 2008, and what has been received since January 1, 2009

\*\*\* Complete Section C on the back of this form\*\*\*

DIVORCE, SEPARATION, OR DEATH OF A SPOUSE OR PARENT

**Since the time you originally submitted your financial aid application for processing, you have experienced divorce, separation, death of a spouse, or your family has experienced divorce, separation, or death of one of your parents.**

- attach documentation of this situation -including date of divorce, separation or death
- attach copies of 2008 tax returns, if filed
- attach copies of 2008 W2 forms

OTHER

**You and /or your family, have experienced some other unusual situation which has affected your ability to contribute toward your education.**

- explain these circumstances and provide third-party documentation to verify your statements (This documentation cannot be from a family member or friend)

\*\*\* Complete Section C on the back of this form\*\*\*

