



Lancaster, Salkehatchie, Sumter, Union

FINANCIAL AID OFFICE

2011-2012 Special Circumstances Form

This information is provided based on your communication that you (and your spouse, if married) have special circumstances related to your application for financial aid for the 2011-12 school year.

Completion of the reverse of this form will benefit you only if it causes changes in your eligibility.

You must submit complete an accurate documentation in your request for it to be considered. Carefully read the entire form to understand what information the Financial Aid Office (FAO) needs to consider your special condition and what the FAO can do to assist you.

You Must Provide the Following Information...

- You must attach the most recent paycheck stub showing year-to-date earnings or other documentation of earned income.
If you had no earned income, please submit a separate statement itemizing how you (and your spouse) paid for your living expenses.
You must also submit documentation of any other income, benefits, or assets.
An estimate of zero income for 2011 cannot be accepted.
If your request is based on medical expenses, copies of canceled checks or receipts must be attached highlighting the out-of-pocket amount.
You will also be required to complete an Independent Verification Form available at http://saeu.sc.edu/finaid/forms.html and submit signed copies of you and your spouse's 2010 Federal Income Tax Return.

How The Office of Financial Aid Will Assist You...

Eligibility for financial aid for 2011-12 is generally based on income received in 2010. Some students (and spouses) may be experiencing situations which will cause 2011 income to be less than the 2010 income reported on the FAFSA. The federal government allows an institution to give such cases special consideration and the ability to use estimated 2011 income instead of actual 2010 income, or to consider unusual expenses such as medical bills not covered by insurance.

With a documented Special Circumstances Request, FAO will recalculate your Expected Family Contribution (EFC) using the federal formula and the new information from you (and your spouse). If the new EFC provides eligibility (or a change in eligibility) for the Pell Grant, the FAO will send the changes to the Federal Central Processor so the Pell Grant can be processed. If there is no change to the Pell Grant eligibility, the FAO will maintain the data in your file.

Certification Statement: I (we) have read the above information and I (we) declare that the information reported on the reverse side of this document is true and accurate. I (we) understand that the Financial Aid Office has the right to deny a possible adjustment when sound documentation is not provided.

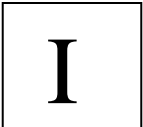
Student's Signature

Date

Student's Spouse Signature

Date

2011-2012 Special Circumstances Form



Print Student's Last, First, MI _____

Last four digits of SS# _____

Print Spouse's Name (If Married) _____

Daytime Phone # _____

I _____ My Spouse _____:

have become unemployed _____ Date Unemployment began _____ Unemployment Benefits? Yes ___ No ___
 had a reduction in wages _____ Date reduction began _____ Reduction Amount _____
 have retired from work _____ Date of retirement _____ Retirement Benefits? Yes ___ No ___
 is deceased _____ Date of Death _____ (Attach Death Certificate)

My spouse and I have become: Divorced _____ Separated _____ Date of Divorce/Separation _____

I (and spouse, if married) will lose untaxed benefits from the following source(s) during 2010:

_____ Social Security	_____ Monthly Amount	_____ Ending Date
_____ Child Support	_____ Monthly Amount	_____ Ending Date
_____ Unemployment	_____ Monthly Amount	_____ Ending Date

My family will have excessive out-of-pocket medical/dental expenses in 2011 in the amount of \$ _____

ESTIMATED 2010 INCOME AND BENEFITS Use gross income; not "take-home" income

Student's work income from January 1, 2011 to present**	\$ _____
Student's estimated work income from now to December 31, 2011	\$ _____
Spouse's work income from January 1, 2011 to present**	\$ _____
Spouse's estimated work income from now to December 31, 2011	\$ _____

Other taxable income from January to December 2011:	Alimony	\$ _____
	Disability	\$ _____
	Social Security	\$ _____
	Unemployment	\$ _____
	Pensions/IRA	\$ _____
	Severance Pay	\$ _____

Other untaxed income from January to December 2011:	Child Support	\$ _____
	Veterans Benefits	\$ _____
	Housing Allowance	\$ _____
	AFDC	\$ _____

FINANCIAL AID OFFICE USE ONLY

ARE ALL SUPPORTING DOCUMENTS ATTACHED? IF YES, Date received/Initials _____ / _____

ACTION TAKEN:	_____ APPROVED	DATE _____	INITIAL _____	INITIAL _____
	_____ DISAPPROVED	DATE _____	INITIAL _____	INITIAL _____

COMMENTS/ADJUSTMENT(S) MADE TO STUDENT'S RECORD: _____

Note: Adjustment should include reason, dollar amount and items adjusted on student's record. Update IMS Screen 03, 08 & 10 as applicable.