RIDGEWATER COLLEGE

2021-22 REQUEST FOR SPECIAL CIRCUMSTANCES

Name: _____________________________________ Student ID: __________________ Date: ___________
Address: __________________________________________________ Phone: (        ) ____________

I am requesting the Financial Aid Office to consider the following:
Please check the situation(s) that apply to you and provide the documentation required.

_____ FAMILY INCOME CHANGES: If your income has dropped substantially from the FAFSA base
Year-2019, projected income may be used when processing your financial aid application. Along with a
written explanation, please provide the following documentation:
♦ The Estimated Income Worksheet, on the back of this sheet
♦ 2021 Income of calendar year to date with copies of most current paystubs and projected income
   for remainder of calendar year. Please submit after 7/1/21 for these 2 items.
♦ A signed copy of your (and your parent’s or spouse’s, if applicable) 2020 Federal Income Tax Forms
♦ Last date of employment (if unemployed), unemployment benefits received and/or date of pay rate
   change (for reduction of income)

_____ CHANGING DEPENDENCY STATUS TO INDEPENDENT: A student who does not meet
regular criteria for independent status (as listed in the FAFSA) may have their dependency status
changed IF they have special circumstances. To apply for a dependency change, provide the following
documentation:
♦ A detailed statement explaining why you are unable to provide parental information including the
   last time you lived with your parents and/or received any financial support from them and how you
   were able to meet your financial obligations.
♦ A copy of your 2020 Federal Income Tax returns
♦ A written statement from three individuals (i.e., school administrator, employer, Minister, social
   worker, counselor) who have firsthand knowledge of your situation.
♦ Must complete an Estimated Income Worksheet (back of this form)

_____ OTHER SPECIAL CIRCUMSTANCES: Please provide a written statement and supporting
documentation for consideration of your circumstances. Examples include but are not limited to:
♦ Out of pocket medical/dental expenses, not covered by insurance, which have been paid (include
   copies of receipts)
♦ Separation or divorce after filing the taxes that are used in the FAFSA application. (Please submit
   your SIGNED Tax Returns, W2s, and/or schedule C & F (if applicable) for the last 2 tax years.)
♦ Death of a spouse or parent after filing the FAFSA

_____ OTHER SPECIAL CIRCUMSTANCES: Please explain.
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OFFICE USE ONLY

Comments: __________ Approved __________ Denied

Financial Aid Official Signature: ___________________________________________ Date: __________
RIDGEWATER COLLEGE

2021 ESTIMATED INCOME WORKSHEET

Note: This form is only required if your Financial Aid Petition is for use of expected year income

Student Name: ___________________________________________ Student ID: __________________________

Please complete this form if your income and/or your spouse's (or parent's) income will be substantially less in 2021 than in 2019 and you are submitting the Request for Special Circumstances along with the supporting documentation and letters of explanation.

Check the reason(s) for the change in your income situation:

<table>
<thead>
<tr>
<th>Reason</th>
<th>Student</th>
<th>Spouse</th>
<th>Father</th>
<th>Mother</th>
</tr>
</thead>
<tbody>
<tr>
<td>Unemployment or change in employment</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Disability of student/spouse</td>
<td></td>
<td></td>
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<td></td>
</tr>
<tr>
<td>Disability of a parent</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Loss in income</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Divorce/Separation</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Death of student/spouse</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Death of a parent</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Other (explain)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Please explain the condition/reasons related to the income changes for 2021.

______________________________________________________________________________________________
______________________________________________________________________________________________
______________________________________________________________________________________________

Directions: Please provide the following information. If none, enter zero or N/A for each item. If you had any one-time income (i.e., Inheritance, IRS or pension distribution) during 2019, list on a separate sheet the amount and source, and how it was spent or invested.

2021 Estimated income from Work: Information MUST include income from January – June 2021

<table>
<thead>
<tr>
<th></th>
<th>1/1/21 to present (ATTACH last paystub with Y-T-D information)</th>
<th>the present to 12/31/21 (Estimate)</th>
<th>2021 taxable total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Student $</td>
<td>$</td>
<td>+$</td>
<td>$</td>
</tr>
<tr>
<td>Spouse $</td>
<td>$</td>
<td>+$</td>
<td>$</td>
</tr>
<tr>
<td>Father $</td>
<td>$</td>
<td>+$</td>
<td>$</td>
</tr>
<tr>
<td>Mother $</td>
<td>$</td>
<td>+$</td>
<td>$</td>
</tr>
</tbody>
</table>

2021 Estimated income from Unemployment Compensation:

<table>
<thead>
<tr>
<th></th>
<th>1/1/21 to present</th>
<th>the present to 12/31/21</th>
<th>2021 total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Student $</td>
<td>$</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>Spouse $</td>
<td>$</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>Father $</td>
<td>$</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>Mother $</td>
<td>$</td>
<td>$</td>
<td>$</td>
</tr>
</tbody>
</table>

2021 Estimated income from all other sources both taxed and untaxed – list the source: January – June 2021

Student $ ____________________________
Spouse $ ____________________________
Father $ ____________________________
Mother $ ____________________________

I certify that the above information is true and complete to the best of my knowledge.

Student Signature: ____________________________ Date: ____________________________

Parent Signature: ____________________________ Date: ____________________________

(if using projected parent income)