

Student Name: \_\_\_\_\_ ID: \_\_\_\_\_

## 2022– 2023 SPECIAL CONSIDERATION REQUEST (Students Only)

**INSTRUCTIONS:** The Financial Aid Office realizes that families sometimes experience unforeseen circumstances and/or expenses during an academic year. This form is designed to help you address changes to your family income and expenses. This review will only impact federal aid and will not New York State awards.

Read and complete all appropriate sections of this form to request special circumstance consideration. You must submit all required documentation as listed on this form. **Requests will not be processed without all required documentation.**

### Section A: Reason for Special Circumstance

**Submit a signed written statement describing your situation. The statement should be as specific as possible, the more details you provide us with the better we will be able to understand your current financial situation. Be sure to include the reason your income situation changed since 2020 and specific dates these changes occurred.**

Check the box in the chart below for the special circumstance that applies to your family situation. Gather together all of the required documentation listed for your situation type for submission with this completed worksheet for processing.

SPECIAL CIRCUMSTANCE REASON	REQUIRED DOCUMENTATION
<input type="checkbox"/> <b>Reduction or Loss of Employment</b> Your (and/or your spouse's) income earned in 2022 will be less than earned in 2020.	1. Final 2022 Paystub(s) with Year to Date Earnings. 2. 2022 Unemployment Benefit Summary 3. 2020 W-2 Wage Statement(s) for Student and/or Spouse 4. 2020 Federal Tax Transcript for Student and/or Spouse  5. 2021 Federal Tax Transcript for Student and/or Spouse 6. 2021 W-2 Wage Statement(s) for Student and/or Spouse
<input type="checkbox"/> <b>Reduction or Loss of Untaxed Income</b> Your (and/or your spouse's) 2020 benefits have been reduced or ceased in 2022. These may include Child Support, Social Security, Worker's Compensation, etc.	1. Documentation of 2022 updated figures. 2. Documentation of total 2020 benefits & the date of termination. 3. 2020 W-2 Wage Statement(s) for Student and/or Spouse 4. 2020 Federal Tax Transcript for Student and/or Spouse  5. 2021 Federal Tax Transcript for Student and/or Spouse 6. 2021 W-2 Wage Statement(s) for Student and/or Spouse
<input type="checkbox"/> <b>Change in Marital Status</b> Marriage, Separation, Divorce, or Widowed  Enter Date of Change: _____	1. Divorce decree or separation agreement (if available) and proof of separate residence for both parties (i.e. electric bill, lease, etc.) or Marriage Certificate 2020 W-2 Wage Statement(s) for Student and/or Spouse  3. 2020 Federal Tax Transcript for Student and/or Spouse  4. 2021 Federal Tax Transcript for Student and/or Spouse  5. 2021 W-2 Wage Statement(s) for Student and/or Spouse
<input type="checkbox"/> <b>Medical/Dental Expenses</b> Out-of-pocket expenses paid in 2020 due to uninsured medical expenses that exceeded 11% of your AGI.	1. Copies of paid receipts or cancelled checks (NOT BILLS) 2. showing amounts you paid. What is the amount of total medical and dental expenses student paid in the 2020 calendar year? Student Total Paid: \$ _____ Spouse Total Paid: \$ _____

	3. 2020 Federal Tax Transcript for Student and/or Spouse 4. 2021 Federal Tax Transcript for Student and/or Spouse 5. 2021 W-2 Wage Statement(s) for Student and/or Spouse
<input type="checkbox"/> <b>One Time Payment Received</b> A one-time payment (lump sum) received in 2020 that is not re-occurring.	1. Documents detailing source, amount, and reason for one-time payment received in 2020. What is the amount of the one-time payment received in the 2020 calendar year? Student Total Paid: \$ _____ Spouse Total Paid: \$ _____ 3. 2020 Federal Tax Transcript for Student and/or Spouse 4. 2021 Federal Tax Transcript for Student and/or Spouse

## Section B: Estimate of 2022 Student Income

Anticipated 2022 Student and/or Spouse Income Information (January 1, 2022 to December 31, 2022):

Complete each item in the chart below for the calendar year 2021. You will need to estimate where actual income figures are not available or have not yet been earned. **Do not leave any blank spaces; enter zero or N/A if necessary.**

ESTIMATED 2021 STUDENT INCOME	STUDENT	SPOUSE
<b>Taxable Income:</b>		
Wages, salaries, tips (actual) <b>January 1, 2022 to Today:</b>	\$	\$
Wages, salaries, tips (estimate) <b>Today to December 31, 2022:</b>	\$	\$
Unemployment Benefits:	\$	\$
Severance Pay:	\$	\$
Business/Farm Income (Loss):	\$	\$
IRA Distributions:	\$	\$
Total Pension(s) or Annuities:	\$	\$
Other taxable income (Alimony, Capital Gains, etc.): List Source: _____	\$	\$
<b>Non-Taxed Income:</b>		
Veterans Non-Education Benefits:	\$	\$
Disability / Worker's Compensation:	\$	\$
Child Support Received in 2022:	\$	\$
Child Support Paid Out in 2022:	\$	\$
Untaxed Portions of Pensions / Annuities (Exclude Rollovers):	\$	\$
Untaxed Portions of IRA Distributions (Exclude Rollovers):	\$	\$
Living Allowances for Military, Clergy, and Others:	\$	\$
Other Non-Taxable Income: List Source: _____	\$	\$

## Section C: Parental Income Verification (DEPENDENT STUDENTS ONLY)

If you are considered an **INDEPENDENT STUDENT** for federal aid purposes, skip to Section D. Independent students were not required to report any parental information on the 2022-2023 FAFSA application.

Dependent students must use this chart to determine what documentation is required to be submitted for your parent.



## Section E: Certification Statement

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I certify that the information provided on this form is true and complete to the best of my knowledge. I agree to notify the One Hop Shop at SUNY Canton of any error, omission, or any further circumstances that may affect the accuracy of the information provided with this request. I understand that failure to comply with this agreement could result in forfeiture of financial aid eligibility for the student.

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Student Signature

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Date    Parent Signature    Date (required for dependent students only)

**Return this form with all required documentation to:**

SUNY Canton, One Hop Shop, 34 Cornell Drive, Canton, NY 13617

SPCNDS