



## 2017-2018 Special Circumstance – 2016 Income

Student Name: \_\_\_\_\_ SU ID # \_\_\_\_\_

If your family has experienced a **major** reduction in income, the Financial Aid Office will consider using 2016 income tax information/untaxed income as a basis for figuring your need for financial aid. Families and students should realize that financial aid funds are limited and aid programs have statutory limits on the amount a student can receive each year. Additional funds, if available, will usually take the form of a new or increased loan.

If a parent(s) of a Dependent student or an Independent student (or spouse, if married) has experienced an overall income reduction of at least 20 percent. (Ex. Loss of income due to a job loss since 2015)

**The individual(s) experiencing the reduction must provide the following:**

- A brief written statement explaining the special circumstance
- Copy of a termination letter OR proof of separation/income reduction from agency/employer
- This completed form (with requested signatures)

**AND**

### **DEPENDENT STUDENTS**

(as defined by the FAFSA/U.S. Department of Education)

- 2016 W-2 form(s) for the parent(s)/step-parent(s) listed on the 2017-2018 FAFSA.\*
- 2016 IRS tax return transcript for the parent(s)/step-parent(s) listed on the 2017-2018 FAFSA.\*

**OR**

### **INDEPENDENT STUDENTS**

(as defined by the FAFSA/U.S. Department of Education)

- 2016 W-2 form(s) for the student (and spouse, if married). \*
- 2016 IRS tax return transcript for the student (and spouse, if married). \*

*\*If the affected individual(s) will not be filing 2016 taxes, and/or do not have 2016 W-2 form(s), that individual must submit a signed statement (prior to June 1, 2017) or an IRS non-filer letter (after June 1, 2017) to verify that fact.*

*Most non-filers will need to complete IRS Form 4506-T (<https://www.irs.gov/pub/irs-pdf/f4506t.pdf>) and submit to IRS to request a "letter of non-filing".*

***Make sure all items listed in the box above have been completed.  
THIS APPEAL WILL NOT BE REVIEWED IF REQUESTED ITEMS ARE MISSING.***

**Family Household Information**

List the people in your household for the 2017-2018 academic year – BE SURE TO INCLUDE:

➤ **YOURSELF (THE STUDENT)**

➤ **DEPENDENT** -your parent(s)/stepparent. *If your parent is remarried, include information about your parent **and** your parent's current spouse.*  
**INDEPENDENT** – your spouse (if you are married)

➤ **DEPENDENT**- your parents' other children, even if they don't live with your parent(s), if (a) your parents will provide more than half of their support from July 1, 2017 through June 30, 2018 or (b) if the children would be required to provide parental information if they were completing a 2017-2018 FAFSA  
**INDEPENDENT** - your children, if you will provide more than half of their support from July 1, 2017 through June 30, 2018

➤ *Include other people if:*

**DEPENDENT** - they currently live with your parents, and your parents provide more than half of their support and will continue to provide more than half of their support from July 1, 2017 through June 30, 2018. Documentation may be required.

**INDEPENDENT** - they now live with you, and you provide more than half of their support and will continue to provide more than half of their support from July 1, 2017 through June 30, 2018. Documentation may be required.

Full Name of Household Member (see above)	Age	Relationship to Student	Enrolled in College 2017-2018?	Name of College <small>(attending at least half-time, in a school eligible to participate in Title IV programs and enrolled in a degree seeking or certificate program in 2017-2018, <b>excluding parents</b>)</small>
		SELF	Yes	Salisbury University

\*attach sheet for additional household members that meet the above criteria

**Verification of Untaxed Income**

Complete all items in the chart. Write "0" for items that do not apply. **DO NOT** leave items blank.

<b>Untaxed Income for 2016</b>	<b>FAFSA Question 45 STUDENT</b>	<b>FAFSA Question 94 PARENT/SPOUSE</b>
Child support received for all children in 2016. Don't include foster care or adoption payments.	\$	\$
Housing, food, and other living allowances paid to members of the military, clergy, and others (including cash payments and cash value of benefits). Don't include the value of on-base military housing or the value of a basic military allowance of housing.	\$	\$
Veteran's non-education benefits, such as Disability, Death Pension, or Dependency & Indemnity Compensation (DIC) and/or VA Educational Work-Study allowance.	\$	\$
Money received, or paid on your behalf (e.g. bills), not reported elsewhere on this form.	\$	\$

Student Signature \_\_\_\_\_

Date \_\_\_\_\_

Parent/Spouse Signature \_\_\_\_\_

Date \_\_\_\_\_