



**Special Financial Circumstances Information**  
2012-2013 Academic Year

**NOTE: All students requesting review of current financial aid status based on special financial circumstances MUST have completed the 2012-13 Free Application for Federal Student Aid (FAFSA) and the 2012-2013 CSS PROFILE. See our website for links to these forms.**

Because certain situations and events can affect a family's ability to pay for college, it is important that you make us aware of unusual financial circumstances that you believe are not reflected accurately on your need-based forms. *If your 2012-2013 Expected Family Contribution (EFC) is currently \$0, this form will not affect your aid and you should meet with a financial aid administrator to discuss your situation.* Please understand that we have limits on what we can do, but we will look at your individual situation carefully and thoughtfully.

The following are **NOT** considered *special financial circumstances*:

- Private elementary or secondary school tuition (unless required by learning disabilities and the like)
- Pending reduction in income due to fluctuating commissions
- Consumer debt
- Refusal of a parent to provide financial support to the applicant/student
- Anything that "might happen" in the future

Following this cover letter is our "Special Financial Circumstances Form" that will assist you in explaining your situation. **You will be required to complete and submit the 2012-13 Verification Worksheet and provide all pertinent tax information required. Consideration of your "Special Financial Circumstance Form" will be pending the verification of your FAFSA.**

The results of this request for special financial circumstances consideration will be based on the individual circumstances outlined in the completion of this form. Students and/or parents will be notified **via email** of the appeal decision. Please remember that submission of this form does not guarantee an adjustment to the student's award.

If you have any questions, please feel free to email our office at [finaid@rhodes.edu](mailto:finaid@rhodes.edu). You may fax this completed form and supporting documents to (901) 843-3435.

**Financial Aid Office Use Only:**

<u>Initial</u>	<u>Date</u>	<u>Form / Process</u>
_____	_____	RNIAPPL-FAFSA and CSS PROFILE RECEIVED
_____	_____	RNAOV13-VERIFICATION MSG. SET
_____	_____	ROAUSDF-PJ REQ / RDS SELECTED "Y"
_____	_____	RRAAREQ-VERIF TRK REQUIREMENT ESTABLISHED

## 2012-2013 Special Financial Circumstance Form

Student's Full Name \_\_\_\_\_ Student ID No. \_\_\_\_\_

Parent 1 Name \_\_\_\_\_ Parent Day Phone Number (\_\_\_\_) \_\_\_\_\_  
*(Do not list non-custodial parents)*

Parent Email Address \_\_\_\_\_

Parent 2 Name \_\_\_\_\_ Parent Day Phone Number (\_\_\_\_) \_\_\_\_\_  
*(Do not list non-custodial parents)*

Parent Email Address \_\_\_\_\_

### Reason for Special Financial Circumstances Review

Following are questions that will help us understand why your household is experiencing a change in financial resources. Please complete all sections that apply to your situation and be sure to attach documentation of change to this form.

#### **Loss/change of job/ reduction of income or benefit:**

Which person experienced a loss of, or changes in, income? *(Check all that apply)*

\_\_\_ Father/Step (Effective date: \_\_/\_\_/\_\_) \_\_\_ Student (Effective date: \_\_/\_\_/\_\_)

\_\_\_ Mother/Step (Effective date: \_\_/\_\_/\_\_)

Reasons for reduction/loss: *(Check all that apply)*

\_\_\_ Job change \_\_\_ Reduced Overtime \_\_\_ Retirement \_\_\_ Termination by Employer

\_\_\_ Termination by agency \_\_\_ Other (specify) \_\_\_\_\_

***For benefit such as child support, unemployment, AFDC, housing, etc. Please answer below:***

Name of Benefit: \_\_\_\_\_ Amount received (if any) for the 2012-13 year: \_\_\_\_\_

***Please attach documentation of loss such as pay stub or termination notice.***

#### **Parents' Separation/Divorce or Death of a Parent:**

Complete this section only if your parents separated or divorced **after** the 2012 – 2013 FAFSA was completed OR a parent died **after** the 2012 – 2013 FAFSA was completed.

***For parents' separation/divorce:***

***For death of a parent:***

Which parent do you live with? \_\_\_ Father \_\_\_ Mother

Date of death: \_\_\_\_\_ (month/year)

Date of separation/divorce: \_\_\_\_\_ (month/year)

Surviving parent: \_\_\_ Father \_\_\_ Mother

***Please attach separation/divorce agreement or death certificate.***

#### **Unusually High Medical/Dental Expenses**

Write in the amount paid out-of-pocket in 2011 and expected to be paid in 2012 for medical and dental expenses. Do not include amounts reimbursed by insurance.

Total Paid out of pocket in 2011 \$ \_\_\_\_\_

Total Estimated to be paid out of pocket in 2012 \$ \_\_\_\_\_

***Attach a detailed explanation of the reported expenses and attach proof of unreimbursed expenses (insurance records, your doctor's records or estimates are acceptable).***

**2012 Estimated Household Income/Expenses**

Attach most recent pay stub showing new/changed salary, if applicable. Include last pay stub from any position terminated in 2012. Also, include documentation of unemployment benefits, retirement income, severance pay, etc.

Estimated 2012 gross income from ALL sources for Father/Step-Father: \_\_\_\_\_

Estimated 2012 gross income from ALL sources for Mother/Step-Mother: \_\_\_\_\_

Estimated 2012 gross income from ALL sources for Student and Spouse (if appropriate): \_\_\_\_\_

**TOTAL ESTIMATED 2012 GROSS INCOME FROM ABOVE:** \_\_\_\_\_

**Estimated MONTHLY 2012 expenses for family:**

- Mortgage Payment or Rent: \_\_\_\_\_ per month
- Utilities (power, water, gas): \_\_\_\_\_ per month
- Cable/Satellite TV: \_\_\_\_\_ per month
- Home phone, including long distance: \_\_\_\_\_ per month
- Cell Phone: \_\_\_\_\_ per month
- Auto Loan Payments: \_\_\_\_\_ per month
- Food: \_\_\_\_\_ per month
- Clothing: \_\_\_\_\_ per month
- Other (please specify): \_\_\_\_\_ per month
- Other (please specify): \_\_\_\_\_ per month
- Other (please specify): \_\_\_\_\_ per month

**TOTAL ESTIMATED MONTHLY EXPENSES FROM ABOVE:** \_\_\_\_\_ per month

**What financial aid form(s) have you completed for 2012-2013?**

\_\_\_ 2012-2013 FAFSA      Date Completed \_\_\_\_\_

\_\_\_ 2012-2013 CSS PROFILE      Date Completed \_\_\_\_\_

**YOUR REQUEST:**

Answering these questions will be most helpful in determining if and how we may assist. Thank you for your cooperation.

- What dollar amount of additional financial assistance are you and your family requesting, and how did you derive that figure?
  
- Are you willing to borrow a portion of your requested amount? \_\_\_\_\_. If not, please explain your hesitancy to do so:

