McLennan Community College
Office of Financial Aid
2009-2010 SPECIAL CIRCUMSTANCES APPLICATION

Typically the previous year's income is used to assess financial need for the financial aid award year. If the anticipated 2009 income is at least 25% less than the 2008 actual income, the applicant may be eligible for consideration of special circumstances. Complete and return this form with supporting documentation to your Financial Aid Office. Incomplete requests will not be processed.

Student's Name_____ I.D. # _____
Last First M.I.

Student's Address _____ Phone # _____

City/State/Zip _____ E-mail address:_____

Please mark the reason(s) that your/your spouse's/your parent's income will be less in 2009 than in 2008 and complete the summary page attached explaining the circumstances that have caused the income reduction.

A. Reduction in earnings or loss of other income: Student/spouse/parent who received income in 2008 has experienced a reduction in that income for 2009. This could include a loss of earnings, reduction in earnings, loss of employment or social security benefits, child support, or other taxed or untaxed income. Specify whom this circumstance pertains to:

Student_____ Spouse_____ Father_____ Mother_____
Date reduction/loss occurred _____ (DO NOT LEAVE BLANK)

You must attach supporting documentation, examples:

- Student /spouse or student/parent's final or last pay stub in 2009 from all employers. The pay stub/s must document year-to-date earnings.
- Initial letter from Texas Workforce that includes beginning and ending dates of benefits and the amount received.
- Proof of job loss.
- If presently working, a letter from that employer verifying hours per week and salary.
- For untaxed income loss (social security, child support, etc.) submit verifying documentation.
- 2008 tax return and W-2's.

B. Divorce or legal separation: Since applying for financial aid, you/your parents have become divorced or separated.
Date of divorce/separation: _____ (DO NOT LEAVE BLANK).
You must attach a copy of the divorce decree or the divorce petition verifying separation.

C. Death of spouse/parent: Since applying for financial aid, your spouse/parent has died.
Attach copy of death certificate, funeral program or obituary.

D. Disability of student/spouse/parent: Specify whom this circumstance pertains to:
Student _____ Spouse _____ Father _____ Mother _____

Date of Disability _____ (DO NOT LEAVE BLANK)
Attach documentation of the disability.

E. Previous year included a one-time income amount such as an inheritance, lump sum, social security, retirement, or IRA distribution.
Attach documentation that identifies source of income and how funds were spent or invested.

F. The student can specifically identify another reasonable circumstance, which would substantiate a reduction in income for the calendar year 2009. You must attach verifying documentation.

2009 INCOME INFORMATION

Complete the following table. List all income you expect to receive from January 1, 2009 through December 31, 2009. DO NOT LEAVE ANY AREAS BLANK. Submit a detailed list of all income earned by student/spouse and/or parent during 2009 as well as projected income for the remainder of the calendar year. AFTER DEC. 31, 2009, YOU MAY BE REQUIRED TO SUBMIT A COPY OF YOUR COMPLETED 2009 FEDERAL TAX RETURN.

ANTICIPATED **YEARLY** INCOME FOR JAN. 1, 2009 TO DEC. 31, 2009	Independent Student and Spouse or Dependent Student	Parent(s) of Dependent Student
Expected 2009 income earned from work (wages, salaries, tips, net business/farm income)	Student $	Father $
	Spouse $	Mother $
Other taxable income (dividends, interest, pensions, alimony, unemployment compensation, capital gains, other)	$	$
Social Security Benefits	$	$
Child Support	$	$
Workers Compensation	$	$
AFDC/TANF (Welfare Benefits)	$	$
Veteran's Non-Educational Benefits	$	$
Other Untaxed Income (Untaxed pensions, tax deferred pensions, IRA's and retirement)	$	$
Military Housing, Food, or Living Allowances	$	$
Cash or money paid on your behalf	$	$
Total Income for 2009	$	$
Income Exclusions: (Education credits, child support paid, work-study or Pell/Scholarships claimed on tax return):	$	$

CERTIFICATION: I certify that the information provided above is true and complete to the best of my knowledge. I agree to provide proof of the information that I have given on this form. I also realize that if I do not provide proper documentation or have incomplete paperwork, my request will be denied.

_____ _____

Student's Signature Date Spouse's Signature Date

_____ _____

Mother's Signature Date Father's Signature Date

FINANCIAL AID OFFICE USE ONLY

Approved ____ Denied ____ F.A. Officer: _____ Date: _____

2009-2010
SUMMARY OF STUDENT SPECIAL CIRCUMSTANCES

Please summarize your special circumstance below. If additional space is needed, please attach a letter or use the back of this form.

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My signature below certifies that the information provided above is true. I agree to provide proof of the information if requested. I understand that the penalty for providing false or misleading information is a $10,000 fine, a prison sentence, or both.

_____ _____

Student's Signature Date

_____ _____

Parent's Signature Date