Franklin College Financial Aid
Special Circumstance Petition for 2014-2015

Federal regulations require the Office of Financial Aid to use 2013 financial information from the FAFSA when determining financial need for the 2014-2015 school year. This form may be used if you feel that the FAFSA does not adequately reflect your financial condition.

Please complete all three sections of this petition and return it to the Office of Financial Aid with all required documentation. NOTE: If documentation is not submitted with this petition, your request cannot be processed.

For many situations a copy of the student and parent 2013 transcript of federal tax return is required. These transcripts may be requested free of charge from the IRS. This can be done online at www.irs.gov, via telephone by calling the IRS at 1-800-908-9946, or via mail using IRS Form 4506T-EZ.

Section 1: Student & Parent Information

<table>
<thead>
<tr>
<th>Student Name (Last, First, M.I.)</th>
<th>Student School ID #</th>
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<tr>
<td>Parent/Stepparent Name (Last, First, M.I.)</td>
<td>Parent and/or Student Address</td>
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</tr>
<tr>
<td>Parent/Stepparent Name (Last, First, M.I.)</td>
<td>Parent and/or Student Phone Number</td>
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</tbody>
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Section 2: (please check all that apply)

ences of loss of income due to non-disability related unemployment – Student, spouse, or parent(s) has lost employment (due to layoff, termination, or involuntary resignation) since the last tax year reported on most recent FAFSA. If unemployment is temporary and individual is actively seeking employment, you must wait until six months after date of unemployment before submitting a Special Circumstance Petition for this reason.

1. Who has been out of work? Name: __________________________ Relation to student: ___________
2. Dates of unemployment: from __________________________ to __________________________
3. Complete Section 3 – Estimated Income
4. Acceptable Documentation:
   - Evidence of loss of employment (such as a termination notice or signed official letter from employer on company letterhead) or proof of bankruptcy and financial statements (self-employed only) AND
   - Copy of unemployment check(s) or pay stubs (or letter stating that unemployment was denied) AND
   - Copy of 2013 Federal Income tax return transcript issued by the IRS & W-2’s (Parents and Student).

Loss of income due to disability or natural disaster – Student, spouse, or parent(s) has not been able to earn money the way it was earned in the last tax year reported on the FAFSA. This must be due to a disability or natural disaster that occurred since the end of the last reported tax year.

1. Who has lost income? Name: __________________________ Relation to student: ___________
2. Dates of unemployment or reduced earnings: from __________________________ to __________________________
3. Acceptable Documentation:
   - Evidence of loss of earnings (such as a signed letter from employer on company letterhead) AND
   - Copy of 2013 Federal Income tax return transcript issued by the IRS & W-2’s (Parents and Student) AND
   - State Disability benefit approval/denial letter AND/OR
   - Employer Disability benefit approval/denial letter AND/OR
   - Workers Compensation benefit approval/denial letter AND/OR
   - Private Carrier benefit approval/denial letter.

Occurrence of one-time income – Student, spouse, parent(s) received a one-time lump sum (such as inheritance, retirement, IRA distribution, etc.) that was report on the 2014-2015 FAFSA but is not expected in the future.

1. Who received the one-time income? Name: __________________________ Relation to student: ___________
2. Acceptable Documentation:
   - Official evidence of one-time income (legal forms, financial statements, etc.) AND
   - Signed statement that identifies the source of income and how the funds were spent or invested AND
   - Documentation supporting how the funds were spent or invested AND
   - Copy of 2013 Federal Income tax return transcript issued by the IRS & W-2’s (Parents and Student).
Marriage of Student — Student has married since the time the FAFSA was filed.

1. Date of marriage: ________________________________
2. Number of family members now in household: _____________ Number in college: _____________
3. Acceptable Documentation:
   • Legal documentation of marriage (such as marriage license) AND
   • Copy of 2013 Federal Income tax return transcript issued by the IRS & W-2’s (Student and Spouse).

Separation or divorce — Student (or your parents, if dependent) have separated or become divorced since the time the FAFSA was filed.

1. Date of divorce or separation: ________________________________
2. Name of Primary (Custodial) Parent (after separation or divorce): ________________________________
3. Number of family members remaining in household: _____________ Number in college: _____________
4. Acceptable Documentation:
   • Legal documentation of separation or divorce (such as court decisions or divorce decree) AND
   • Copy of 2013 Federal Income tax return transcript issued by the IRS & W-2’s (Primary (Custodial) Parent, including Stepparent(s), and Student).

Death — Your parent (or spouse, if independent) received income for the most recently reported tax year, but passed away after you completed the FAFSA.

1. Date of death: ________________________________
2. Name of deceased: ________________________________ Relation to student: ______________________
3. Number of family members remaining in household: _____________ Number in college: _____________
4. Acceptable Documentation:
   • Legal documentation of death (such as a copy of death certificate) AND
   • Copy of 2013 Federal Income tax return transcript issued by the IRS & W-2’s (Parents and Student).

Filing status — You disagree with the definition of a Dependent Student, as outlined by the U.S. Department of Education, as it applies to you.

1. Acceptable Documentation:
   • Signed personal statement describing why you feel that you are independent of your parents and indicating your housing arrangements while school is in session and during breaks AND
   • Signed personal statements from individuals not related to you (such as clergy, governmental agency) stating their personal knowledge of you being independent AND
   • Copy of 2013 Federal Income tax return transcript issued by the IRS & W-2’s (Student).

Elementary or secondary tuition costs — You or your parents are paying elementary and secondary tuition costs during the 2014-2015 school year for dependent children.

1. Acceptable Documentation:
   • Copy of 2013 Federal Income tax return transcript issued by the IRS & W-2’s (Parents and Student) AND
   • Written contract that states the amount of tuition paid or due for the 2014-2015 school year OR
   • Signed letter from the school stating the amount of tuition paid or due for the 2014-2015 school year on official school letterhead.

Medical or dental expenses — You or your parents paid medical or dental expenses not covered by insurance that exceeds 10% of your income during 2013.

1. Acceptable Documentation:
   • Copy of 2013 Federal Income tax return transcript issued by the IRS & W-2’s (Parents and Student), included a copy of 2013 Schedule A of the Federal Tax return AND
   • Copies of cancelled checks used to pay out-of-pocket medical or dental expenses AND/OR
   • Confirmation of amount paid out-of-pocket by you during 2013 and purpose of expense (amounts billed will not be considered without proof of payment).
Section 3: Certification Statement

I/We certify that the information on this form is true, complete, and correct to the best of my/our knowledge. I/We understand that false statements or misrepresentations are cause for denial, reductions, withdrawals, and/or repayment of financial aid. I/We also understand that this information will be used in accordance with Federal guidelines and may or may not result in adjustments to the student’s financial aid eligibility.

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<tr>
<th>Student’s signature</th>
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<td>Spouse’s signature (if appropriate)</td>
<td>Date</td>
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<tr>
<td>Parent’s signature</td>
<td>Date</td>
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<tr>
<td>Parent’s signature (if appropriate)</td>
<td>Date</td>
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Return this form, with all required documentation to:
Franklin College
Office of Financial Aid
101 Branigin Boulevard
Franklin, IN 46131

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<tbody>
<tr>
<td>SCPJ: _______</td>
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<td>New AGI: ________</td>
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<td>New Taxes Paid: ________</td>
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<tr>
<td>New FIW: ________</td>
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<td>New MIW: ________</td>
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<td>Director’s Signature</td>
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