

Franklin College Financial Aid Special Circumstance Appeal for 2018-2019

Federal regulations require the Office of Financial Aid to use 2016 financial information from the FAFSA when determining financial need for the 2018-2019 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 copies of the student's and parent(s)' 2016 and 2017 federal tax return transcripts are required. These transcripts may be requested free of charge from the IRS online at www.irs.gov or via telephone by calling the IRS at 1-800-908-9946.

Section 1: Student & Parent Information

Student Name (Last, First, M.I.)

Student School ID #

Parent/Stepparent Name (Last, First, M.I.)

Parent and/or Student Address

Parent/Stepparent Name (Last, First, M.I.)

Parent and/or Student Phone Number

Section 2: (please check all that apply)

_____ **Decrease/Loss of income (non-disability related)** – Student, spouse, or parent(s) has experienced a decrease of income due to change in employment, layoff, termination, or involuntary resignation) since the 2016 tax year.

1. Who experienced the decrease in income? Name: _____ Relation to student: _____
2. If unemployed, dates of unemployment: from _____ to _____
3. Acceptable Documentation:
 - Evidence of loss of employment (such as a termination notice or signed official letter from employer on company letterhead)
 - Copy of unemployment check(s) or pay stubs (or letter stating that unemployment was denied)
 - Copies of parent(s)' and student's 2016 and 2017 Federal **tax return transcripts** issued by the IRS & W-2's.

_____ **Decrease/loss of income (disability related)** – 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 that occurred since the end of the 2016 tax year.

1. Who has lost income? Name: _____ Relation to student: _____
2. If unemployed, 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)
 - Copies of parent(s)' and student's 2016 and 2017 Federal **tax return transcripts** issued by the IRS & W-2's
 - State Disability benefit approval/denial letter
 - Employer Disability benefit approval/denial letter
 - Workers Compensation benefit approval/denial letter
 - 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 reported on the 2018-2019 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.)
 - Signed statement that identifies the source of income and how the funds were spent or invested
 - Documentation supporting how the funds were spent or invested
 - Copies of parent(s)' and student's 2016 and 2017 Federal **tax return transcripts** issued by the IRS & W-2's

_____ **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)
 - Copies of student's and spouse's 2016 and 2017 Federal **tax return transcripts** issued by the IRS & W-2's

