

Student Financial Services
Academic Year Special Circumstances 2007-2008DEPENDENT

STUDENT NAME _____ TECH ID _____

Minnesota State Mankato Student Financial Service's Special Circumstances Form for 2007-2008 is designed to address special circumstances affecting 2006 and/or 2007 family income and/or situations that have occurred after the original 2007-2008 Free Application for Federal Student Aid (FAFSA) application was filed. Noted below are the situations for which adjustments to your financial aid application may be possible. **PLEASE NOTE: No adjustments can be made without supporting documentation. The documentation requirements noted must be submitted before any review of your financial aid application may be completed. Forms submitted without the appropriate documentation will be returned unprocessed. Please call the Campus Hub at 507-389-1866, if you have questions.**

PLEASE INDICATE THE SITUATION(S) THAT APPLY AND SUBMIT THIS FORM WITH THE APPROPRIATE DOCUMENTATION ATTACHED.

_____ Your parent(s) has had a loss or reduction in an untaxed income or benefit which had been received in 2006.

Documentation requirements:

- If applicable, letter or document from the agency/organization from which the benefit was received indicating the last date the benefit was received.
- In the case of the loss of child support, a copy of the divorce decree is required.
- Total amount of untaxed income now expected for 2007 _____ Type _____.
- Date benefit stopped: _____.

_____ Your parent(s) have separated or divorced since the time you applied for student financial aid.

Documentation requirements:

- Copy of divorce decree.
- In the case of separation, a letter from an attorney indicating date of separation.
- Total amount of Child Support now expected (if any) for 2007 _____.

_____ Your parent(s) was living at the time you applied for student financial aid, but is now deceased.

Documentation requirements:

- Copy of the death certificate or obituary notice.

_____ Your parent(s) has had medical and dental expenses not covered by insurance, and/or elementary, junior/senior high school tuition expenses **paid in 2006**.**Documentation requirements:**

- For medical and/or dental expenses not covered by insurance, submit a copy of the 2006 IRS Schedule A, or receipts of medical expenses **paid in 2006**.
- For elementary, junior and/or senior high school tuition, submit a copy of **paid receipts for 2006**. (Not just a bill for the 2006-2007 school year).

_____ Your parent(s) has had a **substantial** decrease in income from 2006 to 2007 as a result of a change in employment and/or 4 weeks or more of unemployment during 2007.**Documentation requirements:**

- Letter or document from previous employer on company/organization letterhead indicating dates of employment and,
- If currently employed, letter from current employer on company letterhead indicating first date of employment and current salary or a copy of the most recent pay stub indicating year-to-date earnings.
- If unemployed, a copy of the most recent unemployment compensation statement. If you are not receiving unemployment compensation, a formal statement to that effect is required.

_____ Other _____
_____ (Supporting Documentation Required)**SEE REVERSE SIDE FOR MORE INFORMATION & SIGNATURE AREA**

***Only those who are submitting this form because of a decrease in income should complete the 2007 income projections.**

2007 INCOME PROJECTIONS

In figuring expected income for 2007, remember that for each category of income below you must add together all income from January 1, 2007 until the present and all **expected income** from the present until December 31, 2007. If you are submitting this request during the 2008 calendar year, please attach a copy of your 2007 Federal Income Tax Return and W-2's.

Wages, salaries, tips and all other taxable income (do not include financial aid or wages earned through work-study employment).

1/1/2007 to present	+	the present to 12/31/2007	=	2007 taxable total
Father \$ _____	+	\$ _____	=	\$ _____
Mother \$ _____	+	\$ _____	=	\$ _____

Untaxed income (AFDC/MFIP, child support, social security, worker's compensation, other untaxed income). Please Specify: _____

1/1/2007 to present	+	the present to 12/31/2007	=	2007 untaxable total
Father \$ _____	+	\$ _____	=	\$ _____
Mother \$ _____	+	\$ _____	=	\$ _____

Dependent Student Change in Income: If you (the student) worked full-time during all twelve months of 2006, and you are working part-time or are unemployed in 2007, please provide the following documentation:

- Letter from previous employer on company letterhead indicating full-time employment status and dates of employment and,
- If currently employed, letter from current employer on company letterhead indicating part-time employment status, first date of employment, and current salary.
- If currently unemployed, a formal statement to that effect is required.

Wages, salaries, tips and all other taxable income (do not include financial aid or wages earned through work-study employment).

1/1/2007 to present	+	the present to 12/31/2007	=	2007 taxable total
Student \$ _____	+	\$ _____	=	\$ _____

The information and projections are true to the best of my/our knowledge. I/we understand that no adjustments will be made to the financial aid application without the appropriate supporting documentation.

STUDENT SIGNATURE

DATE

PARENT SIGNATURE

DATE

Return By Mail To: **Student Financial Services**
Minnesota State University, Mankato
120 Wigley Administration Center
Mankato, MN 56001

OR Drop off at the Campus Hub
117 Centennial Student Union