



Rockingham COMMUNITY COLLEGE

Financial Aid Office PO Box 38 Wentworth NC 27375

Phone: 336.342.4261 ext. 2203 Fax: 336.342.1809 Email: finaid@rockinghamcc.edu

***To assure a more realistic income adjustment for those who have lost employment, please wait until August 1, 2020 to submit a request for special condition under criteria A, B, and C.**

30 2020-2021 SPECIAL CIRCUMSTANCE APPLICATION

Student Name _____ Student ID # _____
Last First MI

Address _____
Street City State Zip Code

Telephone (_____) _____ E-Mail _____

Dependency Status (Circle One): Independent Dependent

This application is in response to your request for a review of special circumstances that you feel may change your financial aid eligibility. The Financial Aid Office requires that certain documents be provided to support you and your spouse's/parent's (if applicable) claims of special circumstances. The Financial Aid Office begins the review process with an evaluation of the accuracy of the information that you have submitted on your Free Application for Federal Student Aid (FAFSA). The Financial Aid Office will evaluate the documents you submit along with your FAFSA information to determine if you are eligible for any financial aid adjustments.

Documentation Required for Review of Special Circumstance

- 2018 AND 2019 Federal Income Tax Transcript
- 2020-2021 RCC Verification (V1) Completed

NOTE: If you and your spouse, or if your parents filed their taxes separately, provide returns for **BOTH** people.

Your request will not be considered if the required information is not provided.

Instructions for Completion

- Complete only the sections that apply to your situation and provide all required documentation.
- If additional documentation is required, you will be notified promptly.

Explanation of Circumstances and Additional Required Documents

A. ↑ You or your spouse was employed full-time in 2018, but you are not working full-time now.
Parent was working full time in 2018, but is not working full time now.

Required documentation (provide whenever applicable):

- Notice of termination/cessation from employer on company letterhead
- Notice of reduction of hours to less than full-time from employer on company letterhead
- Notice of application for unemployment compensation and amount received
- Documentation on all other sources of student and spouse income (taxable and non-taxable)
- Documentation on all other sources of parental income (taxable and non-taxable)
- Notification of Worker's Compensation
- Documentation of employer disability payment

1. You or your spouse/parent lost employment due to disability or natural disaster in 2020.

Number of weeks you/your parents were unable to earn money in 2020 _____

Required documentation:

- Attending doctor's statement of disability
- Documentation of date disability or natural disaster resulted in termination of employment
- Documentation of employer disability payments
- Notification of worker's compensation
- Documentation of Official Declaration of Natural Disaster status
- Notice of application for unemployment compensation and amount received
- Documentation on all other sources of your and your spouse's/parent's income (taxable and non-taxable)

2. **You or your spouse/parent suffered a total loss of an untaxed income or benefit in 2019.**
Check only one box that corresponds to your situation and provide the documentation listed whenever applicable.

- Loss of unemployment compensation for _____ weeks in 2020
- Loss of Social Security benefits or Disability benefits for _____ weeks in 2020
- Loss of Welfare benefits for _____ weeks in 2020
- Loss of Court Ordered Child Support for _____ weeks in 2020

Required documentation of loss of benefits:

- Notice of application for benefit and amount received
- Benefit provider's notification to you of loss of benefit or copies of court documents verifying loss
- Documentation of all other sources of your and your spouse's/parent's income (taxable and non-taxable)

B. Change in Household Size due to Separation, Divorce or Death

1. **You have already filed your Free Application for Federal Student Aid (FAFSA or Renewal FAFSA) and since that time, your parents or you and your spouse have separated or divorced.**

Please provide the date you separated or divorced (month/day/year): _____

Required documentation:

- Court documented separation agreement or RCC's Verification of Separation Status form
- Divorce decree/settlement

2. **You have already filed your Free Application for Federal Student Aid (FAFSA or Renewal FAFSA) and, since that time, your spouse or for dependent students – your last surviving parent has passed away.**

Please provide the date your spouse/parent died (month/day/year): _____

Required documentation:

- Copy of spouse/parent's death certificate **or** copy of obituary

Certification Statement and Signatures

All of the information contained in this application is true to the best of my knowledge. I understand that providing intentionally false or misleading information in an attempt to obtain federal financial aid can result in a fine, or being sent to prison, or both. I understand that if the income estimated provided are substantially different from what is actually earned for that year, I will lose my ability to request any further adjustments in subsequent application years. **I understand that failure to provide the required documentation may result in denial of this application.**

Student's signature _____ Date _____

Spouse's signature _____ Date _____

Parent's signature _____ Date _____

For Office Use Only

_____ Approved – Recalculated EFC: _____

_____ Denied – Reason: _____

I hereby use my professional judgment for this student's special circumstance and EFC.

Financial Aid Officer

Date