

**2016-2017  
SPECIAL CIRCUMSTANCES FORM  
INDEPENDENT STUDENT**

**Student Name:** \_\_\_\_\_

**Hope Student ID #:** \_\_\_\_\_

If your (or your spouse's) 2016 projected income is expected to be significantly less than that of 2015, provide the requested information below. The involuntary unemployment must have been in effect for at least 8 weeks.

1. **Attach a detailed letter explaining** the circumstances affecting your family's income for the period of January 1, 2016 to December 31, 2016. Unemployment must not be voluntary.
2. **Provide** a signed copy of your (and your spouse's) **2015 federal 1040 tax return and W-2 forms.**
3. **Provide documentation of income estimates** (copies of pay stubs, unemployment stubs, verification of retirement, pensions, Social Security benefits, etc). For loss of employment, also attach **a letter from the past employer on company letterhead confirming loss of employment and the effective date.**

4. **EXPECTED INCOME IN 2016**

Expected gross income from work \$ \_\_\_\_\_

Spouse's expected gross income from work (if you are married) \$ \_\_\_\_\_

Net income from business, farm, rentals, royalties, partnerships, estates, trusts, etc. \$ \_\_\_\_\_

Unemployment benefits for \_\_\_\_ student or \_\_\_\_ spouse \$ \_\_\_\_\_

Severance or separation pay not included in income from work \$ \_\_\_\_\_

Taxable Social Security Benefits \$ \_\_\_\_\_

Taxable Pension or Retirement Benefits \$ \_\_\_\_\_

Untaxed Social Security Benefits for all family members including SSI disability benefits \$ \_\_\_\_\_

Welfare Benefits including TANF but not food stamps or housing assistance \$ \_\_\_\_\_

Child Support \$ \_\_\_\_\_

Housing, food, & living allowances paid to members of the military, clergy, etc.  
(including cash payments and cash value of benefits). \$ \_\_\_\_\_

Veterans' noneducation benefits such as Disability, Death Pension, Dependency & Indemnity  
Compensation (DIC), and/or VA Educational Work-Study allowances \$ \_\_\_\_\_

Worker's compensation and disability payments \$ \_\_\_\_\_

Any other untaxed income and benefits\*: Source(s): \_\_\_\_\_ \$ \_\_\_\_\_

**\*EXCLUDE** Workforce Investment Act educational benefits, benefits from flexible spending arrangements (e.g. cafeteria plans), and combat pay if you are not a tax filer.

5. Child support to be PAID OUT in 2016 because of divorce or separation \$ \_\_\_\_\_

**Caution: Be sure to notify us if your circumstances improve. If through a later review of your 2016 federal tax return or other documentation we find that you significantly underestimated your 2016 income, your aid eligibility will be adjusted accordingly the following year.**

Return this completed form to the address listed below.

**Student Signature:** \_\_\_\_\_

**Date Signed:** \_\_\_\_\_