

2026-2027 Special Circumstance Request

Student Name: _____ CVCC Student ID: _____

Your eligibility for financial aid was initially calculated on the information you provided on the 2026-2027 Free Application for Federal Student Aid (FAFSA). The FAFSA application used 2024 income and other factors to measure the financial strength of the household for the 2026-2027 academic year. However, families experience changes in income or family situations not reflected on the 2024 tax return. You may submit a *Special Circumstance Request* if you would like the information reported on your 2026-2027 FAFSA to be reconsidered.

Instructions

The following documents are required for ALL Special Circumstance Requests:

PARENT	STUDENT AND/OR SPOUSE
<input type="checkbox"/> Signed statement by student and parent explaining reason for request	<input type="checkbox"/> Signed statement by student explaining reason for request
<input type="checkbox"/> 2024 and 2025 SIGNED parent taxes with applicable tax schedules and all W2s	<input type="checkbox"/> 2024 and 2025 SIGNED student taxes with applicable tax schedules and all W2s
<input type="checkbox"/> 2026-2027 Verification of Family Size	<input type="checkbox"/> 2024 and 2025 SIGNED spouse's taxes with applicable tax schedules and all W2s
<input type="checkbox"/>	<input type="checkbox"/> 2026-2027 Verification of Family Size

Situations that warrant a Special Circumstance Request are listed below. Please review and provide the additional required documentation for your specific circumstance.

1. Loss of income or change in source of income

(Check all that Apply): Student Spouse Parent

- If **recent change of employment** not reflected on 2024 tax return, provide letter of termination, if applicable, and the most recent paycheck stub if working for a new employer.
- If **loss of employment** not reflected on 2024 tax return, provide copy of unemployment benefits statement or letter of termination, if applicable, and copy of last pay stub received.
- If **loss of one-time income** reflected on 2024 tax return, provide documentation of one-time income including amount, type of income, and date of receipt. Provide statement on how one-time income was spent, invested or rolled over.

2. Divorce or separation

- A court stamped copy of the divorce decree
- Legal/Notarized separation paperwork
- Copy of most recent pay stub from all 2026 employers

3. Death of parent(s) or spouse

- Copy of certified death certificate or obituary
- Copy of most recent pay stub from all 2026 employers

4. Medical, dental, or nursing home expenses not covered by insurance Only medical expenses PAID out of pocket are eligible for consideration

- Copy of 2026 paid medical receipts
- Copy of most recent pay stub from all 2026 employers

5. Other

- If none of the above-listed conditions apply to your situation, submit supporting documentation to verify the condition and verification of all income

Note: Special Circumstance requests are reviewed on a case-by-case basis. Not every outcome will result in the adjustment of a student’s financial aid eligibility. The decision of the Financial Aid administrator is final and cannot be appealed.

Certification and Signature

By signing this form, I certify that all provided information is true and complete. I understand that if am found to have knowingly or intentionally given false or fraudulent statements and/or documentation, my request will be denied, and my eligibility may be jeopardized.

Student Signature: _____ **Date:** _____
No electronic or typed signatures

Parent Signature: _____ **Date:** _____
(Required for Dependent) No electronic or typed signatures

For the security of your personal information, CVCC’s Scholarships & Financial Aid Office encourages you to upload completed forms to our secure mailbox at <https://cvcc.tech/finaidfr>

For Office Use Only

Appeal Request Approved Appeal Request Denied

Comments: _____

Reviewed by:
Financial Aid Administrative Signature: _____ Date: _____
Financial Aid Administrative Signature: _____ Date: _____