Whatcom
COMMUNITY COLLEGE

Office of Financial Aid
2012-2013 Petition for Special Circumstances

phone 360.383.3010 | fax 360.383.3011| 237 West Kellogg Road, Bellingham WA 98226 | ww.whatcom.ctc.edu

If you have already completed your 2012-2013 financial aid application (FAFSA) process with our office but feel it doesn't reflect your (or your family's) circumstances, you may wish to submit this request for a review of your financial aid eligibility. If this petition is approved, your eligibility will be recalculated with the federal processor (FAFSA). Please note that a review doesn't always result in increased aid. **Allow 4-8 weeks for review and notification.**

STUDENT INFORMATION

Student Name _____ Social Security Number _____

Phone Number _____ E-mail Address _____

Special circumstance is for (check all that apply): ☐ Student ☐ Student's Spouse (if married) ☐ Parent(s)

Special circumstance is regarding (check all that apply):

☐ Reduced income for school year

☐ Unemployment

☐ Parent in college

☐ Medical/Dental expenses not covered by insurance

☐ Change in marital status (only applies to separation or divorce after FAFSA was filed)

☐ Other:_____

PETITION REQUIREMENTS

Submit the following:

- ❑ This form, completed and signed by the student (and parent, if request is regarding parent's income or circumstances).
- ❑ **A letter of explanation** detailing the circumstances. Be as thorough as possible to avoid delays during review process.
  - If petition is due to loss of employment, attach unemployment benefit document or if not receiving unemployment benefits; include last day worked, severance pay amount and weekly unemployment amount.
  - If student or a family member chose to quit a job, the reason for doing so must be included in the statement.
  - If petition is due to reduced hours of work, note the new hourly rate and number of hours worked each week.
  - If the special circumstance was the receipt of a one-time benefit in 2011 that won't be repeated in 2012 (such as receiving an inheritance, cash taken from 401K, etc.), a detailed itemization of how the funds were spent must be included in the explanation.
  - If the special circumstance is medical/dental expense not covered by insurance, attach an itemized list of all expenses, insurance payments and net amounts after insurance.
- ❑ **Copies of 2011 tax transcript** (not required if petition is for loss of employment) for student (spouse or parent, if applicable). For non-tax filers, we will accept 2011 W-2's, and/or unemployment benefits statements.

CERTIFICATION

I certify that the information I have provided on this petition and in my personal statement is true and accurate to the best of my knowledge.

Student Signature _____ Date _____

Spouse's Signature _____ Date _____

Parent's Signature _____ Date _____

OFFICE USE ONLY

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