

**FINANCIAL AID**

Financial aid for the 2023-2024 academic year is based on 2021 income. If you and/or your family have had a significant change in your financial situation during 2022 and/or 2023, you may request to have your financial aid eligibility for federal student aid re-evaluated by the SSCC Financial Aid Office. This process involves recalculation of financial aid eligibility based on actual income from 2022 or estimated income for 2023. These losses of income must be INVOLUNTARY unless otherwise stated.

IMPORTANT: DO NOT FILE THIS APPEAL if you were already awarded a maximum Pell Grant (\$7,395) for 2023-2024. You have already established maximum federal financial aid eligibility.

**Please print this document and complete it with a wet ink signature. The completed document can be submitted in person, through email, fax, or mail. Our contact information is at the bottom of the page.**

<b>STUDENT INFORMATION</b>		<b>(PLEASE PRINT)</b>
Student Name:		Student ID#:
Address:		City:
State:	Zip:	Email:

How to file a special circumstance appeal:

- File the 2023-24 FAFSA for Fall 2023, Spring 2024, and/or Summer 2024. SSCC Federal School Code is 012870.
- Be admitted to Southern State Community College and receive an initial financial aid offer.
- Submit the complete Special Circumstance Appeal form, with the statement and all documentation requested to verify your circumstance, to the Financial Aid Office.
- The Special Circumstance Appeal Form is also available on the [forms](#) webpage, located under the applicable aid year.

Examples of eligible appeal circumstances:

- Significant or catastrophic loss of family income/benefits (student and/or parent) due to loss of job, retirement, or disability.
- Significant loss of untaxed income (for example termination of child support received or loss of disability benefits).
- Parent/student who was widowed/separated/divorced after the FAFSA was filed.
- Necessary medical and/or dental expenses which have been paid out of pocket, were not covered by insurance, and will not be covered by insurance in the future.
- Other special circumstances outside of the student's control.

If you wish to pursue an appeal, follow these instructions:

Step 1: Review the Special Circumstance/Required Documentation table below to determine what documents you will be required to submit. Be sure to include all that is indicated as we cannot complete your appeal without them.

Step 2: In the space below, provide written information explaining your special circumstances. Be as specific as possible by including details pertinent to your family’s new situation such as dates, causes, etc. This statement is a requirement of the appeal process.

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Step 3: In order to avoid delays in making a final determination, please submit all requested documentation in a timely manner. Allow 2 to 3 weeks for the SSCC Financial Aid Office to process your completed appeal.

- NOTE: Tax returns must be signed by the tax filer and include all schedules filed that year.
- NOTE: Additional documentation may be requested after our initial review of what has been received.

SPECIAL CIRCUMSTANCE		REQUIRED DOCUMENTATION
Loss of Income or Employment in 2022 - Wages/Employment - Business Income - Alimony - Child Support - Retirement/pension - Social Security (taxed) - Worker’s Compensation	Income/benefits in 2022 were less than that in 2021	-2021 IRS Data Retrieval or signed Tax return 1040 and all schedules -2021 W-2 wages statement for all -2022 signed Tax Return 1040 and all schedules -2022 W-2 wage statements for all -Documentation showing loss of income for 2022 including revised benefits statements or unemployment benefits statement
Loss of Income or Employment in 2023 - Wages/Employment - Business Income - Alimony - Child Support - Retirement/pension - Social Security (taxed) Worker’s Compensation	Income/benefits expected for 2023 have been reduced	-2021 IRS Data Retrieval or signed Tax return 1040 and all schedules -2021 W-2 wages statement -Documentation of Business Income for the 2023 calendar year If loss of employment, documentation showing loss of employment in 2023.

		<ul style="list-style-type: none"> <li>-Final paystub showing year-to-date earnings</li> <li>-Termination notice from the employer</li> <li>-Most recent paystub showing 2023 year-to-date earnings for</li> <li>-Documentation showing loss of income for 2023 including revised benefits statements or unemployment benefits statement</li> </ul>
Separation or Divorce	You or your parents separated or divorced after filing 2021 taxes	<ul style="list-style-type: none"> <li>-2021 signed Tax Return 1040 and all schedules.</li> <li>-2021 W-2 wage statements for all.</li> <li>-Divorce decree/separation agreement or proof of separate addresses.</li> <li>-Documentation showing the division of all other income shown on the tax return.</li> <li>-Signed statement detailing special circumstances.</li> </ul>
Death of a parent or spouse	A parent or spouse died after filing 2021 taxes	<ul style="list-style-type: none"> <li>-2021 signed Tax Return 1040 and all schedules.</li> <li>-2021 W-2 wage statements for all.</li> <li>-Documentation showing the division of all other income shown on the tax return.</li> <li>-Applicable death certificate.</li> </ul>
<p>Medical/Dental Expenses</p> <p>Only paid excessive medical/dental expenses not covered by insurance can be reported. → Expenses must exceed 11% of a family's adjusted gross income.</p>	Paid 2021 or 2022 medical expenses	<ul style="list-style-type: none"> <li>-2021 signed Tax Return 1040 and all schedules.</li> <li>-2021 W-2 wage statements for all.</li> <li>-Proof of all out-of-pocket paid expenses for 2021</li> </ul> <p style="text-align: center;">OR</p> <ul style="list-style-type: none"> <li>-2022 signed Tax Return 1040 and all schedules</li> <li>-2022 W-2 wage statements for all.</li> <li>-Proof of all out-of-pocket paid expenses for 2022.</li> </ul>
One-time (Lump Sum) Payment Received	A one-time, lump-sum payment was received in 2021 or in 2022	<ul style="list-style-type: none"> <li>-2021 signed Tax Return 1040 and all schedules.</li> <li>-2021 W-2 wage statements for all.</li> <li>-2022 signed Tax Return 1040 and all schedules.</li> <li>-2022 W-2 wage statements for all.</li> <li>-Documentation of Lump Sum Payment.</li> </ul>

\*If you have other circumstances not mentioned on this form but you feel should be taken into consideration, please write a detailed description of your circumstance and we will review your individual circumstances and determine if any change is possible to your financial aid application information.

**SECTION C: Certifications**

By signing this form, I certify that the information included on this form is true to the best of my knowledge. I agree to provide Southern State Community College with updated information if my financial circumstances change from what is reported on this form. I also understand that if I provide false or misleading information, I may be subject to a fine, a prison sentence, or both.

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Student's signature:

SSCC Student ID #:

Date:

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Parent's signature:

Date: