



GLENVILLE STATE

REQUEST FOR SPECIAL CIRCUMSTANCES 2011-2012

Student Name: _____ Social Security#: _____ ID#: _____

Address: _____ City: _____ State: _____ Zip: _____

Phone#: _____ Email Address _____

SECTION A:

****Mark only those that apply, and attach the required documentation. Also complete Section B and the Certification on this sheet. If you wish to explain in further detail, you may attach an additional sheet.**

___ **Loss of Income from Work:** Period of unemployment from _____ to _____.

___ **Layoff**

___ **Plant closing**

___ **Disability**-date of disability _____.

___ **Resigned or reduced employment to attend school**

___ **Other** _____

___ **Loss of Income:**

___ **Alimony**

___ **Unemployment**

___ **Child Support**

___ **Worker's Compensation**

___ **Other** _____

___ **Divorce:** Since applying for financial aid, you or your parent (if you are a dependent student) have divorced. Give information on section B for yourself, and only if dependent the parent you live with.

___ **Separation:** Since applying for financial aid, you or your parent (if you are a dependent student) have separated from spouse (date of separation _____). Give information on section B for yourself and/or the parent you live with.

___ **Unusual Expenses Paid:**

___ **Medical or Dental Expenses** (These are out of pocket expenses for the 2010 calendar year.)

___ **Elementary or Secondary Education Paid** (You have paid for elementary, junior high and/or high school tuition in the 2010 calendar year for dependents in your family. Provide a letter from the school stating you have paid tuition in 2010.)

___ **Nursing Home Expenses** (not covered by insurance)

___ **Unusually High Dependent Care Expenses** (Child care)

SECTION B: On the chart below, report all **income** you have **actually** received from **January 1, 2011 through today**. Then **estimate** all income you **expect** to receive **today through December 31, 2011**.

Income for January 1, 2011 To December 31, 2011	Actual 1-1-11 to Today +	Estimated Today to 12-31-11 =	Total Actual Plus Estimated
Expected 2011 income earned from work by father (wages, salaries, tips, net business/farm income)	\$	\$	\$
Expected 2011 income earned from work by mother (wages, salaries, tips, net business/farm income)	\$	\$	\$
Expected 2011 income earned from work by student (wages, salaries, tips, net business/farm income)	\$	\$	\$
Expected 2011 income earned from work by student's spouse (wages, salaries, tips, net business/farm income)			
Other taxable income (dividends, interest, pensions, alimony, unemployment, capital gains, etc.) SOURCE:	\$	\$	\$
Child Support Received	\$	\$	\$
Other Untaxed Income	\$	\$	\$
Total income for 2011	\$	\$	\$

CERTIFICATION:

My signature below certifies that the information provided above is true and correct to the best of my knowledge. I agree to provide proof of the information provided. I understand that the penalty for providing false or misleading information for federal funds is a fine, a prison sentence or both.

Student's Signature

Date

One Parent's Signature

Date

Return form to:

**Office of Financial Aid
Glenville State College
Glenville, WV 26351
(304) 462-4103 (Office)
(304) 462-4407 (Fax)
www.glenville.edu**