

2012-2013 **INDEPENDENT Student Special Circumstance Application**

Loss or Reduction of Income

This Special Circumstance Application is designed to aid students with specific situations that are not reflected on the FAFSA. Before this application is reviewed, verification of the FAFSA must be complete. Once the verification process is complete, applications are reviewed by a Committee and adjustments are made based on federal and state regulations. Please note that changes made as a result of this application may or may not result in additional aid Decisions of the Committee are final

Instructions:

- 1. Complete the 2012-2013 INDEPENDENT Verification Worksheet.
- 2. Request and submit a copy of your and your spouses' 2011 IRS Tax Return Transcript.
- 3. Complete and sign this Special Circumstance Application and turn in any supporting documents required to verify special circumstance including a personal statement.
- 4. Submit forms and documentation at the same time by fax, mail, or in person to the Financial Aid Office.
- de.

ua. Decisions of the Committee are miar.	Allow a minimum of 2 weeks for processing. You will be notified by mail once a decision has been made
STUDENT INFORMATION	
Student's Full Name	ODU Student ID Number
Student Phone Number (Including Area Code)	Student Daytime Phone Number
REASON FOR FILING – Loss or Reduction of income for	r student and/or spouse
 Name of individual(s) who lost their job:	stating date of termination, last paystub from all 2, AND documentation showing amount of ating year-to-date earnings for 2012 from previous
PERSONAL STATEMENT	
 Attach a personal statement to this application explaining 	ing the details of your specific situation.
I certify all information included with this form is true and coradditional documents may be requested to verify my circumsta	•
Student's Signature:	Date: