STEPHENS COLLEGE

Office of Financial Aid

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Student Name (Last, First)	Student ID Number

2026-2027 Special Circumstances Form (Dependent)

The Office of Financial Aid understands that a family's ability to contribute toward 2026-27 academic expenses may change since the time of filing the Free Application for Federal Student Aid (FAFSA). This form will allow you to explain any circumstances that you feel may affect your ability to cover your educational costs.

Attach supporting documentation with dollar amounts and clear explanations. ***We cannot process this appeal without specific details regarding your special circumstances or without appropriate supporting documentation. Families with a Student Aid Index (SAI) of 0 will not receive additional aid through this process as they are already receiving maximum aid. Appeals are handled on a case-by-case basis, with the judgment of the administrator serving as the final decision.***

Check the appropriate box or all boxes that pertains to the circumstance(s) which best describes your situation.

Special Circumstance	Documents Needed and Checklist
You and/or your parents were employed in 2024 and have been unemployed in 2026. ☐ **Check this box if this best describes to your circumstance**	○ Personal statement explaining circumstance ○ Letter(s) of Separation from Employer(s) ○ 2026 Unemployment Benefits Statement (if applicable) ○ Most recent pay stub(s) ○ Signed 2026 federal tax return (if after Jan. 2027) ○ All 2026 W-2s (if after Jan. 2027)
You and/or your parents are receiving less pay in 2026. ☐ **Check this box if this best describes to your circumstance**	○ Personal statement explaining circumstance ○ Letter(s) from current employer(s) estimating 2026 adjusted gross income ○ Current pay stub(s) ○ Signed 2026 federal tax return (if after Jan. 2027) ○ All 2026 W-2s (if after Jan. 2027)
Since you have applied for financial aid for the 2026-27 academic year your parents have become separated or divorced. ☐ **Check this box if this best describes to your circumstance**	○ All Parent 2024 W-2(s) ○ Copy of Divorce Decree (if divorced) or ○ Copy of Legal Separation and ○ Documentation of current separate households (i.e. utility bill, cell phone bill, housing lease)
Since you have applied for financial aid for the 2026-27 academic year one of your parents has died. ☐ **Check this box if this best describes to your circumstance**	○ 2024 W-2(s) of deceased Parent ○ Copy of Death Certificate or ○ Copy of Obituary

Special Circumstance	Documents Needed and Checklist
You and/or your parents had/have medical and dental expenses in 2026-27 not reimbursed by your insurance (must exceed 11% of the Income Protection Allowance) ☐ **Check this box if this best describes to your circumstance**	○ 2026-27 Paid Receipts or ○ 2026-27 Canceled checks **Please note:** This does not include unpaid debts incurred or expenses that are paid by insurance.
Your parent paid tuition for private elementary, junior high, and/or high school in 2026-27. ☐ **Check this box if this best describes to your circumstance**	○ Please visit our website to download a Private Tuition Payment Verification Form for the private school to complete and return to our office
You or your parent received unemployment or some untaxed income in 2024 but will no longer receive the benefit in 2026. ☐ **Check this box if this best describes to your circumstance**	○ Personal statement explaining circumstance ○ Statement from Unemployment Office stating benefits have ended or ○ Official Statement stating untaxed income is no longer received or ○ Letter on letterhead documenting the benefit loss ○ Signed 2026 federal tax return (if after Jan. 2027) ○ All 2026 W-2s (if after Jan. 2027)
Other: If none of the above circumstances applies to your situation, please attach a signed statement explaining your circumstances. ☐ **Check this box if this best describes to your circumstance**	○ Personal statement explaining circumstance ○ Attach appropriate supporting documentation

I agree to allow the financial aid administrator to review my information to determine if my request can be accommodated. I further understand that I may be asked for additional information or that my request can be partially or completely denied. I understand that if this form is incomplete or lacks the required documentation, no action will be taken. ***Your request for special circumstance cannot be processed until your original 26-27 FAFSA has been completed and verified. Please allow up to six weeks of processing once all required documentation has been received.***

Signatures:

_____ _____

Student Date Parent Date