



## 2022-2023 Application for Special Consideration

**YOU MUST FILE YOUR 2022-2023 FAFSA BEFORE SUBMITTING THIS APPLICATION TO THE FINANCIAL AID OFFICE**

\_\_\_\_\_  
Last Name First Name Student ID #

Email Address: \_\_\_\_\_@mail.wvncc.edu — All Correspondence from our office will be sent here

**INSTRUCTIONS:** If you are a **Dependent** student, you must provide information for yourself and your parent(s). If you are an **Independent** student, you must provide information for yourself and your spouse (if married). Dependency status is determined by your FAFSA completion and can be verified through the Financial Aid Office. This application may be used to report unusual circumstances not addressed on the FAFSA that you believe affect your family's ability to contribute to your education at WVNCC. These circumstances may be conditions that impacted negatively on your 2022 finances when compared to the 2020 income reported on your 2022-2023 FAFSA. **All sections below must be completed to evaluate your appeal. If not previously selected, Verification of the income reported on your FAFSA will be completed prior to any adjustments eligible for under the Special Consideration Application.**

### Step 1:

- ✓ Attach **V1 Dependent or Independent** (depending on your FAFSA dependency status) **Verification Worksheet** along with supporting documentation as required on the worksheet IF you have not already submitted previously for the 2022-2023 school year. **EXCEPTION:** Students requesting a Dependency Override (Option 6 in Step 2 below) are not required to complete Verification through this process unless otherwise requested.

### Step 2: Check all the conditions below that describe your situation and attach the required documentation.

1. Parent or spouse of student died after October 1, 2021.

☐ Date of Death: \_\_\_\_\_ ➡ Attach a copy of the death certificate

2. Parents have separated/divorced or married independent student has legally separated/divorced after October 1, 2021.

☐ Enter the date of legal separation/divorce: \_\_\_\_\_

Dependent Students: Which parent are you residing with: \_\_\_\_\_ (income on the rest of this form should only be reported for the parent with whom you reside)

➡ Attach a copy of legal separation/divorce or official letter from an attorney stating when legal proceedings will begin.

3. Untaxed income received in 2020 has ceased or has been reduced (e.g. child support ended)

☐ Enter date of change: \_\_\_\_\_

➡ Attach supporting documentation of lost untaxed income.

4. Parent, spouse or student suffered permanent and total disability after January 1, 2021

☐ Enter date of disability: \_\_\_\_\_

➡ Attach a signed letter from a physician stating the extent and duration of disability

➡ Attach documentation of year-to-date income

➡ Attach a Disability Benefit Statement from the Social Security Administration

5. Parent(s) of a dependent student or an independent student (or spouse, if married) experienced a significant reduction in annual income since 2020 because of a job loss or reduction in pay/hours (excludes overtime hours).

Enter date of change: \_\_\_\_\_ Employer: \_\_\_\_\_

Who had the Change in Income: ☐ Student ☐ Spouse (name) \_\_\_\_\_

☐ Parent (name) \_\_\_\_\_ (Dependent Students Only)

➡ *Dependent Students:* Parent(s)' 2021 Federal IRS Tax Transcript and W-2's

➡ *Independent Students:* Student's (and spouse, if married) 2021 Federal IRS Tax Transcript and W-2's

➡ Copy of termination letter/document stating when your employment changed

➡ Unemployment Benefits Statement (if applicable)

➡ Final paystub from prior job with details about your current and year-to-date earnings (if applicable)

➡ Most recent paystubs from all current jobs for student and parent(s) or spouse

6. ☐ *Dependency Override Request* – Students otherwise Dependent based on the FAFSA dependency questions may apply for an override to become Independent only for purposes of Financial Aid at WVNCC due to unusual circumstances. This determination is made on a case-by-case basis, and must be supported by documentation provided by the student.

➡ PLEASE NOTE: Your living situation (whether or not you live with your parents) does not affect your dependency status.

➡ The following does not constitute unusual circumstances:

- A parent refusing to provide data, or their inability to help support the student
- A student who does not want to ask/communicate with parents for information
- A student who has been "on his/her" own for several years

➡ Required Documentation:

- In writing, provide a full written explanation of your unusual circumstance. This letter must provide all relevant information about your claim, including dates and court documentation (if applicable).
- Provide written documentation from at least one disinterested third party and/or agency confirming the specifics described in your written explanation. This documentation must be in writing and on appropriate official letterhead, and **must be signed**. This person should have first-hand knowledge of the situation and provide the following in their letter:
  - How long they have known the student?
  - Relationship to the student.
  - When was the last time the student lived with and/or received financial support from his/her parents?
  - Any knowledge of his/her relationship with their parents.
  - Steps that the student has taken to establish independence from his/her parents.
  - Include professional title, name and type of business, business address and contact information.

### Step 3:

Detailed explanation of special circumstance (from parent or independent student), including a timeline of any income changes in your financial situation since 2020. (attach separate typed and signed statement if necessary)

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**Step 4: Estimate annual income for the calendar year 2022**

Estimate annual income for the 2022 calendar year – Independent Students (Student and Spouse) or Dependent Students (Parents Only). Do not use monthly amounts. Include all income/benefits that you and/or your parent(s)/spouse expect to receive from January 1, 2022 through December 31, 2022.

**Complete all items. If an item does not apply, enter a "0".**

<b>2022 Estimated <u>Gross Taxable</u> Income</b>	<b>Dependent Students Only:</b>	<b>Parent</b>	<b>Parent/Stepparent</b>
	<b>Independent Students Only:</b>	<b>Student</b>	<b>Spouse</b>
Gross Wages, Salaries, Tips (including severance pay)		\$	\$
Retirement Benefits, Pensions and Annuities		\$	\$
Interest, Dividends, and Capital Gains		\$	\$
Business or Farm Income		\$	\$
Social Security Benefits (taxable – for all family members in the household)		\$	\$
Income received from rent after expenses (mortgage interest, taxes and insurance)		\$	\$
Alimony		\$	\$
Unemployment Compensation		\$	\$
Any other taxed income		\$	\$
<b>Total 2022 Estimated Taxed Income</b>		<b>\$</b>	<b>\$</b>

2022 Estimated <u>Untaxed</u> Income	Dependent Students Only:	Parent	Parent/Stepparent
	Independent Students Only:	Student	Spouse
Payment to tax deferred pension and savings plan (paid directly or withheld from earnings). Including, but not limited to, amounts reported on the W-2 forms in Boxes 12a through 12d, codes D, E, F, G, H, and S.		\$	\$
IRA deductions and payments to self-employed SEP, SIMPLE, and Keogh		\$	\$
Child Support received for ALL Children		\$	\$
Tax exempt interest income		\$	\$
Untaxed portions of IRA distributions		\$	\$
Untaxed portions of pensions		\$	\$
Living and Housing Allowances for Clergy, Military and others		\$	\$
Veteran's non-education benefits such as Disability, Death Pension, or Dependency & Indemnity Compensation (DIC) and/or VA Education Work-Study allowances		\$	\$
Any other untaxed income and benefits such as Workers Compensation, disability, etc.		\$	\$
Cash support or money paid on behalf of the student or family, not reported elsewhere on this form. List type(s): _____			
<b>Total 2022 Estimated Untaxed Income</b>		<b>\$</b>	<b>\$</b>

#### Step 5: Statement of Certification

I certify that the information on this Special Consideration Application is true to the best of my knowledge and if requested, I agree to provide Financial Aid with further documentation. I agree that if my financial situation or circumstances change from what is indicated on this application, I will notify Financial Aid of the change. I understand that falsification on this application or documentation submitted will result in ineligibility for any type of financial aid at WVNCC. **Warning:** *If you purposely give false or misleading information on this application, you may be fined, sentenced to jail, or both, and/or the student may be subject to disciplinary action as stated in WVNCC's Student Code of Conduct Rule.*

Signature of **Student**: \_\_\_\_\_ Date: \_\_\_\_\_

Signature of **Spouse** (if married): \_\_\_\_\_ Date: \_\_\_\_\_

Signature of **Parent** (*dependent students only*): \_\_\_\_\_ Date: \_\_\_\_\_

Parent(s) or Step-Parent(s) Printed (full) Name: \_\_\_\_\_

**NOTE: We will not process this request until all proper documentation is received. If documentation is not received within 30 days of submitting this application, it will be cancelled. Notifications of the outcome of this appeal will be sent to your Northern email from the Financial Aid Office.**

Please contact the Financial Aid Office at [FinancialAidOffice@wvncc.edu](mailto:FinancialAidOffice@wvncc.edu) or 304-233-5900 if you have any questions.