

Last Name _____ First Name _____ MI _____ NU Student ID Number _____
 Submitted by: Custodial Parent Non-custodial Parent Student

Your financial aid award for the 2020-21 academic year is based on 2018 income information. If your circumstances have changed since the filing of your 2020-21 financial aid applications, you may petition our office for a special review. **Your 2018 and 2019 federal income taxes must be on file for us to consider an adjustment. If 2019 federal income taxes have not yet been completed, 2018 W-2s and documentation of income from all other sources will be required.**

Please Check	Reason for Review	Required Supporting Documentation
<input type="checkbox"/>	Reduced Income or Loss of Wages	<ul style="list-style-type: none"> • Reduced Income Statement which will outline documentation requirements based on date income reduced/employment lost.
<input type="checkbox"/>	Medical Expenses <small>(Not previously reported on CSS/PROFILE Application)</small>	<ul style="list-style-type: none"> • Documentation of outstanding/prior year medical bills not reimbursed or paid by insurance • Explanation of circumstances • Monthly Expense Statement
<input type="checkbox"/>	One-time/Non-Recurring Income	<ul style="list-style-type: none"> • Clarification (e.g., IRA distribution, sale of property, inheritance, Form 1099) • Explanation of how income was used
<input type="checkbox"/>	Tuition Expenses (Private Elementary or Secondary Education) <small>(Not previously reported on CSS/PROFILE Application)</small>	<ul style="list-style-type: none"> • Copy of school's enrollment contract that includes name(s) of child(ren) enrolled during the academic year 2020-21 tuition cost and amount of any scholarship that subsidizes tuition
<input type="checkbox"/>	Extended Family Support <small>(Not previously reported on CSS/PROFILE Application)</small>	<ul style="list-style-type: none"> • Explanation of special circumstances including name, age, relationship of person(s) receiving support along with documentation of financial support for relatives living outside family household (cancelled checks, wire transfer records, etc.)
<input type="checkbox"/>	Other (Not listed above) <small>(e.g., recent divorce/separation, student contribution and work study adjustments)</small>	<ul style="list-style-type: none"> • Detailed explanation of the circumstances • Documentation supporting outlined circumstances <p><i>Note: We cannot consider anticipated changes in circumstances.</i></p>

Explanation of Special Circumstances (page 2)

(Attach separate sheet or additional sheets, if needed)

Please help us better understand the special circumstances occurring in the 2019 or 2020 calendar year by providing an additional explanation below:

Student/Parent Certification

By signing below:

1. I/We affirm the information provided on this form and in attached documentation is accurate and complete to the best of our knowledge. I/We understand that completing this form does not guarantee financial aid will be increased. Further, I/we understand that any revision based on this information does not guarantee the same adjustments will be made in future quarters and/or academic years.
2. I/We understand the complete information will be reviewed by the Office of Undergraduate Financial Aid and that additional processing time may be necessary in the event more information is requested. I/We understand all applicable circumstances will be considered and appropriate adjustments will be made.

Student Signature

Date

Parent Signature

Date