



2022-2023
Parent Special Circumstances

For loss of income due to unemployment the period of unemployment must generally be at least 10 weeks before your request will be considered.

Instructions: According to federal laws and regulations, a family’s 2020 income is used to assess financial need for the 2022-2023 school year. If a family’s 2022 income is lower due to special circumstances, a Financial Aid Administrator may be able to use professional judgment to reflect those circumstances within your FAFSA. Please provide information regarding your reduction in income by completing this form.

Student Name _____

Student ID _____

Student Address _____ Phone _____

City _____ State _____ Zip _____

- Indicate the reason(s) for your reduction in income. Complete all required sections and attach any required documentation.
- Write a brief summary of your special circumstances and attach to this form.
- You **MUST** return your completed special circumstance form and all required documentation to the NWCC Financial Aid Office. Your request will not be considered unless you provide adequate and appropriate documentation.
- Mail documentation to:

NWCC Financial Aid Office
4975 Highway 51 North
Senatobia, MS 38668

FOR OFFICE USE ONLY	
Prior year special circumstances: _____ YES _____ NO	
<input type="checkbox"/> Not Eligible <input type="checkbox"/> Approved <input type="checkbox"/> Denied	
Old EFC _____	New EFC _____
Comments _____	

Please indicate the reason for the parent's change in income.
Mark all that apply and attach the required documentation.

Period of unemployment from _____ to _____

_____ **Layoff**

Required documentation:

- Copy of 2020 tax return and W2's
- Unemployment benefits letter
- Letter from employer stating effective date of layoff and anticipated return.

_____ **Plant Closing**

Required documentation:

- Copy of 2020 tax return and W2's
- Unemployment benefits letter
- Letter from employer stating effective date of unemployment notice.

_____ **Termination**

Required documentation:

- Copy of 2020 tax return and W2's
- Unemployment benefits letter
- Provide a letter from employer stating effective date.

_____ **Disability**

Required documentation:

- Copy of 2020 tax return and W2's
- Disability benefits letter

_____ **Quit or reduced employment to attend school**

Required documentation:

- Letter from employer stating effective date.

_____ **Reduction in Income from 2020-2022**

Required documentation:

- Copy of 2020 tax return and W2's
- Copy of 2021 tax return and W2's
- At least two recent pay stubs

_____ **Alimony** – provide court documentation stating termination date of benefits

_____ **Social Security** – provide Social Security Administration notification of termination of benefits

_____ **Child Support** – provide a letter or court document stating termination date of benefits

_____ **Worker's Compensation** – provide a letter from Bureau of Workers compensation stating termination date of benefits.

_____ Other – specify type and provide appropriate documentation _____

_____ **One-time Income (inheritance, moving expense allowance, back year social security, lump sum retirement or IRA distributions)**

Required documentation:

- Copy of 2020 tax return and W2's
- Documentation that identifies source of income and how funds were spent or invested

Household Information

Name	Relationship to Student	Name of College
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		

If you need additional space to list family members, use back of this page.

Certification

I certify that the information provided is true and complete to the best of my knowledge. I understand that the penalty for providing false or misleading information is a \$10,000 fine, a prison sentence, or both. I agree to provide proof of the information that I have given on this form if asked by the Financial Aid Office. I also realize that if I do not provide proof when asked, I will not receive special circumstance consideration.

Student Signature

Date

Parent Signature

Date

Northwest Mississippi Community College does not discriminate on the basis of race, color, national origin, sex, disability, religion, gender identity, age, or status as a veteran or disabled veteran in all its programs and activities. Northwest Mississippi Community College prohibits sexual harassment and all forms of sexual violence, regardless of sex, gender identity or sexual orientation. The following have been designated to handle inquiries regarding non-discrimination policies: Americans with Disabilities Act of 1990/Section 504 of the Rehabilitation Act of 1973: Disability Support Services Coordinator, Tate Hall, P.O. Box 5555, 4975 Highway 51 North, Senatobia, MS 38668, telephone number 662-562-3309, e-mail address mkelsay@northwestms.edu; Title II of the Age Discrimination Act: Vice President for Finance and Administration, James P. McCormick Administration Building, P.O. Box 7017, 4975 Highway 51 North, Senatobia, MS 38668, telephone number 662-562-3216, e-mail address jhorton@northwestms.edu; Title IX of the Educational Amendments of 1972/Title VII of the Civil Rights Act of 1964: Associate Vice President for Student Services and Enrollment Management, Tate Hall, P.O. Box 7010, 4975 Highway 51 North, Senatobia, MS 38668, telephone number 662-562-3409, e-mail address trush@northwestms.edu.