UND UNIVERSITY OF NORTH DAKOTA

One-Stop Student Services
Memorial Union Room 302
2901 University Ave Stop 7155
Grand Forks, ND 58202-7155
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Electronic submissions to:
UND Secure File Drop

2021-22 Special Circumstance Request -Dependent

Student Name (Please Print): _____
Last First M Former

Student ID: _____

Deadlines: **September 1, 2021** - Students only enrolled for Fall/Springsemester
February 1, 2022 - Students only enrolled for Spring semester
June 1, 2022 - Students only enrolled for Summer session

Please be aware that submitting an appeal does not guarantee an adjustment will be made.

Special consideration may be available if your parents' current financial situation is not accurately reflected by the 2019 tax information reported on your FAFSA. You must submit a signed detailed letter explaining the situation and required documentation as outlined below. All documents must be completed before the Special Circumstance Committee will review the file.

Checklist for ALL appeals:

- ☐ Parent(s) 2020 **Federal Tax Return (signed) and all applicable Schedules (1-3) or Tax Return Transcript**
- ☐ Select circumstance in Section A
- ☐ Copies of parent(s) 2020 W2's, Schedule C(s) Business Income or Schedule F(s) Farm Income, if applicable
- ☐ Signed letter detailing circumstance

Section A: *Check all circumstances you would like to be considered and submit required documentation.*

Criteria for Consideration:	You must provide:
☐ Death of parent (must have occurred AFTER January 1, 2020). Name of Deceased:_____Date of death:____/____/ _____	☐ Copy of Death Certificate or Obituary ☐ Copy of Parent's 2019 Federal Tax Return (signed) and all applicable Schedules (1-3) W2's, Schedules C(s), Schedule F(s), if applicable
☐ Parent's divorce/separation (must have occurred AFTER January 1, 2020). Date of separation ordivorce:____/____/ _____ Will child support be paid orreceived? ☐ Yes ☐ No If yes, as of what date will the payments begin? Date:____/____/ _____	☐ Copy of Divorce Decree or letter from attorney ☐ Copy of Parent's 2019 Federal Tax Return (signed) and all applicable Schedules (1-3) W2's, Schedules C(s), Schedule F(s), if applicable
☐ Permanent and total disability of parent (must have occurred AFTER January 1, 2020). Date:____/____/_____ Relationships: _____	☐ Copy of statement of disability from physician or determining agency
☐ Parent has retired; been unemployed for at least 8 weeks or has experienced a change in employment status which will result in an income reduction AFTER January 1, 2020. Date:____/____/_____ Relationships: _____	☐ Unemployment Documentation (if applicable) ☐ Documentation of situation ☐ Copy of last pay stub
☐ Untaxed income has ceased or been reduced. Date:____/____/_____ Type of income: _____	☐ Documentation of ceasing or reduction

Please Note:** If your family's **2021 income will be equal to or greater than the 2019 income do not complete the rest of this form.** ***Contact the Office of Student Finance to discuss possible options.

Section B: Income

Complete the Gross Taxed Income and the Untaxed Income sections below with your family's expected income **prior to exemptions, adjustments, or deductions from January 1, 2021 to December 31, 2021.** IF NONE, ENTER ZEROS. **Both sections must be completed or the Committee will not review the appeal.**

TOTAL 2021 GROSS TAXED INCOME

TOTAL 2021 GROSS TAXED INCOME	Parent 1 Income	Parent 2 Income
1. Wages, salaries, tips	$ _____	$ _____
2. Severance pay	$ _____	$ _____
3. Pensions and annuities	$ _____	$ _____
4. Alimony which will be received	$ _____	$ _____
5. Unemployment Compensation	$ _____	$ _____
6. Any other taxed income (specify)_____	$ _____	$ _____
Total 2021 Gross Taxed Income	**$ _____**	**$ _____**
Child support paid during **2021** (Do not include support for children in your household).	$ _____	$ _____

TOTAL 2021 UNTAXED INCOME	Parent 1 Income	Parent 2 Income
1. **Untaxed portion of IRA/Pensions from IRS Form 1040—Lines 4a/5a-4b/5b.** Exclude rollovers. If negative, enter a zero here.	$ _____	$ _____
2. **Payments to tax-deferred pension and retirement savings plans** (paid directly or withheld from earnings). Include untaxed portion of 401(k) and 403(b) plans (from Box 12 Codes D, E, F, G, H and S on W-2s). (Do not include Code DD)	$ _____	$ _____
3. **Child support or maintenance payments received for ALL children** (include cash support or money paid on student's behalf from noncustodial parent)	$ _____	$ _____
4. **Living and housing allowances** (excluding rent subsidies for low income housing) for clergy, military and others (include cash payments or cash value of benefits) **Note:** Do not include value of on-base military or the value of a basic military living allowance.	$ _____	$ _____
5. **Any other untaxed income and benefits such as:** worker's compensation, disability benefits **Note:** Do not include untaxed Social Security Benefits, Supplement Security Income (SSI), on-base military housing or a military housing allowance.	$ _____	$ _____
Total 2021 Untaxed Income	**$ _____**	**$ _____**

Section C: Signature

Warning: If you purposely give false or misleading information on this form to help establish eligibility for federal student aid, you may be subject to a $20,000 fine, a prison sentence or both.

_____ Student Signature Date

_____ Parent's Signature Date

Electronic Signatures Will Not Be Accepted