ANOKA-RAMSEY COMMUNITY COLLEGE
CAMBRIDGE • COON RAPIDS

Financial Aid Office
300 Spirit River Dr. S
Cambridge, MN 55008

OR

Financial Aid Office
11200 Mississippi Blvd. NW
Coon Rapids, MN 55433

Phone: 763 – 433 – 1500

2014-2015 Petition for Consideration of Special Circumstances

Name _____ Stu.ID _____ ARCC Email _____@my.anokaramsey.edu

I am petitioning the Financial Aid Office to consider my petition for consideration of special circumstances.

Deadline for submission of Income Review of Special Circumstance applications must be received within the semester the student is enrolled at ARCC, and no later than two weeks from the end of the enrolled semester.

THE STUDENT MUST COMPLETE AND SUBMIT this signed document, along with the Requested Documentation as detailed below:

☐ **Change of Income.** Petitions for this reason will be accepted no earlier than January 2015.

Requested Documentation:
- Letter from you (spouse/parents if applicable) addressing and comprehensively describing the situation.
- 2014 Federal Tax Return Transcript and all 2014 W-2's.
- Complete Untaxed Income Chart (on backside of this form).

☐ **Major Medical or Dental Expenses NOT Covered by Insurance.**

Requested Documentation:
- Letter from you (spouse/parents if applicable) addressing and comprehensively describing the situation.
- Proof of your expenses paid such as your tax return itemized medical or dental deductions page or receipts of payments made.

☐ **Inclusion of a Parent in the Number of Household Members in College.** This is for dependent students only.

Requested Documentation:
- Current registration document from the college the parent is attending. They must be attending at least half time.
- Statement from the parent indicating their current degree/certificate objective and major.
- Letter from the parent's employer stating they will not receive reimbursement from the company.

☐ **Separation, Divorce, or Death.** Since filing the FAFSA, you (parents if applicable) have become separated or divorced, or a spouse (parents if applicable) has died.

Requested Documentation:
- Letter from you (spouse/parents if applicable) addressing and comprehensively describing the situation.
- Legal separation papers, divorce decree, or death certificate.

☐ **Change of Marital Status for Dependent Students ONLY.** Dependent students who married after the FAFSA was filed can petition for Independent Status. You must update your marital status on the FAFSA before this petition can be considered.

Requested Documentation:
- Letter from you demonstrating the change impacts your ability to pay for school, and why you feel this petition should be considered.
- 2013 Federal Tax Return Transcript for yourself and your spouse.

☐ **Other Unusual Circumstances.**

Requested Documentation:
- Letter from you (spouse/parents if applicable) addressing and comprehensively describing the situation.
- Sufficient and appropriate supporting documentation.

Student (and spouse)	**Untaxed Income Chart** **Calendar Year 2014** **Do not leave any box blank. If the answer is zero, enter $0.**	Parent(s)
$	Payments to tax-deferred pension and savings plans (paid directly or withheld from earnings), including but not limited to, amounts reported on the **W-2 Form in Boxes 12a through 12d, codes D,E,F,G,H,and S**	$
$	Child support **RECEIVED** for all children. Don't include foster care or adoption payments.	$
$	Housing, food, and other living allowances paid to members of the military, clergy, and others (including cash payments and cash value of benefits)	$
$	Veterans' non-education benefits such as Disability, Death Pension, or Dependency & Indemnity Compensation (DIC) and/or VA Educational Work-Study allowances	$
$	Any other untaxed income or benefits not reported elsewhere	$
$	Money **received**, or paid for you on your behalf (e.g., bills), not reported elsewhere on this form	XXXXXXXXXX
$	Child support **PAID** because of divorce or separation or as a result of a legal requirement.	$

I certify that all of the information stated in the letters attached concerning my request for a status change is true and complete.

_____ _____

Signature (student) Date Parent's Signature (if dependent student) Date

OFFICE USE ONLY

☐ Approved: _____

***If approved, your revised award letter will soon be available online through My Financial Account at www.AnokaRamsey.edu. You will need your StarID and password. Award Letters are not mailed. Please Note: Eligibility for additional grant aid can reduce student loan funds.

EFC w/o Verification _____ EFC w/ Verification _____ EFC w/ Petition _____

☐ Pending/Denied: _____

_____

_____ _____

Financial Aid Administrator Date

Anoka-Ramsey Community College and Anoka Technical College are affirmative action, equal opportunity educator/employers. To receive this information in an alternative format, 763-433-1350. Rev. 3/14