



NORTH GREENVILLE
UNIVERSITY
Christ Makes the Difference

2018-2019 SPECIAL CIRCUMSTANCES REQUEST

Student Name: _____ Student ID Number: _____

Please complete this form if something in your financial situation has changed significantly since you filed your FAFSA for 2017-2018. If you are a dependent student, it will be necessary for you to provide information for both you and your parents for 2018.

Documentation and a letter from the student or parent explaining the situation must be attached to this request. Preferred documentation examples are provided below. Students selected for verification must complete the verification process prior to this request being reviewed.

Special Circumstances	Preferred Documentation(s)
Loss of Employment or Income Reduction <ul style="list-style-type: none"> • Student • Spouse • Parent(s) 	<ul style="list-style-type: none"> • Person's last paycheck stub showing year-to-date earnings • Proof of unemployment or lay-off • Proof of change in jobs • Employment Security Statement • Proof of Severance or pension income, if any • Proof of retirement • Loss of child support • Loss of disability support
Death/Separation/Divorce	<ul style="list-style-type: none"> • Death certificate or obituary notice • Final divorce decree • Signed attorney statement with date of separation • Copy of legal separation document
Other	<ul style="list-style-type: none"> • Copies of insurance Explanations of Benefits (EOB) for out-of-pocket medical expenses • Proof of out-of-pocket payment for other extenuating circumstances

I certify that all information provided is true and complete to the best of my knowledge. **Incomplete requests will be denied.** Students will be notified via NGU email of the result of this request.

Student Signature: _____ Date: _____

Office Use Only

Approved Denied Financial Aid Administrator: _____ Date: _____

_____ Old EFC _____ New EFC

Data element adjustments and comments: _____

