



STUDENT REQUEST FOR CHANGE OF CIRCUMSTANCE FOR SEPERATION OR DIVORCE

APPLICANT INFORMATION				
Student Name:	Student SS/ID:			
Student Address:	Student Date of Birth:			
City, State, Zip:	Student email:			
Student Phone:	Student Alternate Phone:			
Please note that according to the Department of Education, unusual circumstances do not include: Reduction of income based on bankruptcy Tuition paid for elementary/secondary private school Reduction of income due to loss of overtime pay Families with reductions processed in 2016 that grossly underestimated 2015 income Medical expenses other than those claimed as a deduction on your 2016 tax returns Unusual expenses related to personal living and consumer item expenses.				
Documents required for a Change in Circumstance due to Separation or Divorce				
□ Copies of 2016 Federal Tax Return Transcripts www.irs.gov/800-829-1040				
□ Copies of W-2 Transcripts for you and your former spouse				
☐ Copy of divorce paperwork, letter from attorney or statement	from authoritative source (landlord etc.)			
INDEPENDENT STUDENTS				
Date of Marriage	Date of Separation			
Spouse Name	Spouses SSN			
Spouse's current mailing address:				
DEPENDENT STUDENTS				
Mother/Step-Mother's Name	Father/Step-Father's Name			
SSN	SSN			
Address	Address			
City, State, Zip	City, State, Zip			
Phone	Phone			
Date of Parents Marriage	Date of Parent's Separation			

ALL STUDENTS					
Do you/your parents intend to proceed with a	divorce? Yes	No			
Do you/your parents have a court appearance date for the divorce proceedings? Yes No					
If Yes: Please provide a copy of the court documents to the GC Office of Financial Aid. If No: Please provide a letter from the attorney representing you for the divorce proceedings. If you do not have an attorney please be sure to complete step 3 of this document.					
INCOME TAX INFORMATION STEP 2					
Independent students – Complete this portion with information for yourself and your spouse. Dependent students – Complete this portion with information for the parent(s) you lived with.					
Federal Tax Information: What was the last year that a joint tax return was filed?					
Benefits received since separation from spouse:					
Child Support: Yes No	Amount:	Beginning Date:			
TANF: Yes No	Amount:	Beginning Date:			
SNAP (Food Stamps): Yes No	Amount:	Beginning Date:			
Other:	Amount:	Beginning Date:			
EXPLAINATION OF CHANGES					
Provide a clear explanation of changes that occurred which have affected your income, if needed, attach a separate sheet.					

DOCUMENTATION STEP 3

o de la companya de	be provided for those students who are unable to preson if you are not pursuing a divorce at this time.	ent documentation from court	
 □ Reference Letters: You must attach a statement which confirms your separation claim from a third party (not a relative or a friend) who can endorse your statement in their professional capacity on their business letterhead. For example, your pastor, your marriage counselor, landlord or your attorney can provide such a letter. A notarized letter on your behalf is <i>not</i> acceptable evidence. □ Special Documentation: Any documentation requested by the Office of Financial Aid. □ I understand that if there is any conflicting information in my file, my statement of separation will not be considered. 			
 Additional documentation may be Requests may take up to 6 wee Incomplete requests will not be 	ks to process.		
WARNING: In applying for a change in circumstance for the 201 7-2018 school year, I understand: By signing this form, you agree to provide information that will verify the accuracy of your situation. If you purposely give false or misleading information, you will be referred to the Department of Education Inspector General. If you			
purposely give false or misleading information in order to qualify for Title IV funds, you may be fined \$20,000, sent to prison or both.			
I have read and agree to the warning above:			
Student Name	Student Signature	Date	
Gray Web: <u>www.grayson.edu</u>	yson College 6101 Grayson Drive Denison Texas 75020 -8399 email: financialaid@grayson.edu Phone: 903 463-8794 Date:	Fax: 903 463 -3908	
FINANCIAL AID OFFICE USE ONLY			
Last year's dependency status:			
If Dependent which parent's informatio	n was reported:		
Marital status reported last year:	Date of Separation:		
What supporting documentation was pr	ovided?		