



2019-2020

Special Conditions Request

Student Financial Services • 1 Ferncroft Road • Danvers, MA 01923-0840

978-762-4189

www.northshore.edu/paying/financial-services
sfs@northshore.edu

Required (please print)	SPEC								
Student ID# <table border="1"><tr><td>N</td><td>0</td><td>0</td><td></td><td></td><td></td><td></td><td></td></tr></table>	N	0	0						<i>This form allows a financial aid counselor to evaluate a change to the income in your household. Financial need is based on a family's 2017 gross annual income. We will consider reevaluating your financial need based on your current situation if there has been a drastic change to the household income since 2017. Once your request is reevaluated you will see the determination on your MyNorthshore account.</i>
N	0	0							
Last Name: _____									
First Name: _____									

There are many reasons to submit a special conditions request to reevaluate the FAFSA information you filed. The most common situations are:

- Loss of income from unemployment
- No longer receiving untaxed benefits such as pensions, child support or worker's compensation.
- There is a one-time distribution that is increasing the Adjusted Gross Income for the 2017.
- Divorce or separation
- Death in the family

A special condition does not apply to credit card debt that is owed, the need to make a large purchase such as a car and possible loss of business income for the current year.

The following documents may be needed for the Financial Aid Counselor to complete the review.

- ☐ **Statement of Change**- This would be a detailed statement of the change in income during 2018 and/or 2019 the date the change happened and the current situation.
- ☐ **1040 Signed Tax Return for 2018 and W2 forms** for the household. This would include the student, spouse and/or parent(s).
- ☐ **Copy of most recent pay stub(s) for the current year** for the household. This would include the student, spouse and/or parent(s).
- ☐ **Copy of reduced benefits or loss of benefits letter** for the household. This would include the student, spouse and/or parent.
- ☐ **Additional Supporting Documentation (optional)** - Attach copies of any relevant supporting documentation (court documents, legal agreements etc.)

The office may ask for additional documentation to complete the review. This will be listed on the student's Pipeline account and/or emailed to their NSCC account.

Certification and Signatures

Each person signing this form certifies that all the information reported is complete and correct. The parent whose information was reported on the FAFSA must sign.

We cannot accept digital signatures.

STUDENT'S SIGNATURE

DATE

PARENT'S SIGNATURE

DATE