



ST JOHN'S College

ANNAPOLIS · SANTA FE

2011 – 2012 Special Circumstance Appeal

Student Name: _____ ID Number: _____

Circumstance to be considered:

- Loss of Employment Death of spouse or parent
- Unusual medical expenses Other

Explanation of situation

Please provide specific dates and reasons as to why you are appealing. Provide documentation and attach additional sheets if necessary.

2011 Income

Please project your anticipated income or exact amount, if completed after January 1, 2012.

Student/Spouse Expected Income	Jan 1, 2011 – Dec 31, 2011	Parents Expected Income	Jan 1, 2011 – Dec 31, 2011
Adjusted Gross Income (wages, unemployment, interest income, etc.)		Adjusted Gross Income (wages, unemployment, interest income, etc.)	
Income Tax Due		Income Tax Due	
Income earned from work by Student		Income earned from work by Father	
Income earned from work by Spouse		Income earned from work by Mother	

I certify that all the information reported to qualify for federal aid is complete and correct to my knowledge. If additional documentation is required, I will submit those documents in a timely manner or my Special Circumstance Appeal will not be eligible for consideration. I also understand that it is a violation of the St. John's College Honor Code and Federal law to provide false or misleading information.

Student Signature

Date

Parent Signature

Date

TO COMPLETE YOUR REQUEST, YOU MUST SUBMIT THE DOCUMENTATION REQUESTED ON THE BACK OF THIS FORM.

Please return this form and all required documentation to:

St. John's College	St. John's College
Financial Aid Office	Financial Aid Office
PO Box 2800	1160 Camino Cruz Blanca
Annapolis, MD 21404	Santa Fe, NM 87505
(410) 626-2885 (fax)	(505) 984-6164 (fax)

Documentation Required

Loss of Employment – Student/Spouse/Parent was working during 2009, but is now working fewer hours or is unemployed. The following documentation is required:

- Last check stub from previous employer
- Letter from previous employer stating date of termination, if available
- Last check stub or explanation of benefits letter from unemployment

Death of a Spouse – Spouse/Parent passed away after the FAFSA or CSS Profile was filed. The following documentation is required:

- Copy of death certificate

Unusual Medical Expenses – Student/Spouse/Parent has unusual medical expenses NOT covered by insurance. The following documentation is required:

- Copy of bill(s) AND receipt(s) of payment

Other – Please explain circumstance in area provided on the first page. If additional space is needed, please attach additional sheets. Provide documentation to support your circumstance.