



2022-2023 SPECIAL CIRCUMSTANCES WORKSHEET
(FOR COMPLETION BY PARENTS ONLY)

INSTRUCTIONS: According to federal laws and regulations, a family's 2020 income is used to assess financial need for the 2022-2023 academic year. If a family's 2022 income is lower due to special circumstances, a Financial Aid administrator may be able to use the 2022 income to assess financial need. Please provide information regarding your reduction in income by completing this form.

Student's Name: _____
Last First M.I.

Social Security #: _____ Date of Birth: _____

Parent's Name: _____

Parent's Address: _____

Telephone Number: _____

For 2022-2023:

The student will be a new or transfer student? _____

The student is a returning YCP student? _____

Please complete all of the following sections and return to:

**Financial Aid Office
York College of PA
York, PA 17403-3651**

OFFICE USE ONLY

_____ Special circumstances denied

_____ Special circumstances approved

Old EFC: _____

New EFC: _____

COMMENTS:

ADMINISTRATOR: _____

DATE: _____

A. PARENT SPECIAL CIRCUMSTANCES:

Please indicate the reason for your change in income. Mark all that apply.

- Loss of income from work.
 - Period of unemployment from _____ to _____.
 - Layoff.
 - Plant Closing.
 - Termination.
 - Disability. Date of disability (mm/dd/yy)_____.
 - Other. Please specify._____

- Loss of taxable income.
 - Alimony.
 - Unemployment.
 - Other. Please specify._____

- Loss of untaxed income.
 - Social Security.
 - Child support. Provide documentation of date of termination.
 - Worker's compensation. Provide documentation of date of termination.
 - Other. Please specify._____

- Medical or dental expenses. You have paid medical or dental expenses for the 2020 calendar year that are not covered by insurance **and these expenses exceed 10% of your total income.** Include total expense and description in summary section of this form.

- Divorce. Since applying for financial aid, you have become divorced. Date of divorce: _____. Use only your (custodial parent) information when completing this form. Attach your most recent paystub and copy of divorce decree.

- Separation. Since applying for financial aid, you have become separated. Date of separation: _____. Use only your (custodial parent) information when completing this form. Attach your most recent paystub and documented proof of separate residencies.

**B: Report all income you have actually received from January 1, 2022 through today.
Then estimate all income you expect to receive through December 31, 2022.
Please list Gross Income Amounts (Before Taxes), NOT the Net Amounts (After Taxes).**

Income for January 1, 2022 to December 31, 2022	Actual Income 1/1/22 to TODAY	+	Estimated Income TODAY to 12/31/22	=	TOTAL Actual + Estimated
Expected 2022 income earned from work by FATHER (wages, salaries, tips, net business/farm income)		+		=	
Expected 2022 income earned from work by MOTHER (wages, salaries, tips, net business/farm income)		+		=	
Other taxable income (dividends, interest, pensions, annuities, alimony, unemployment compensation, capital gains, etc.)		+		=	
Child Support Received		+		=	
Other Untaxed Income (DO NOT include Social Security Income)		+		=	
*Total Income for 2022		+		=	

****Please include a copy of 2021 W-2 or 1099, copy of 2021 federal 1040 form, copy of most recent pay stub, and/or Unemployment Compensation Determination of Benefits Statement***

C. Current asset information :

Current amount of cash, savings, and checking \$ _____

**Current value of your real estate/investments
(other than your home)** \$ _____

**Current debt on your real estate/investments
(other than your home)** \$ _____

Current value of your farm/business \$ _____

Current debt on your farm/business \$ _____

Do you materially participate in the operation of the farm? Yes / No

D. Household Information: List below the people in the student's household.

<u>Name</u>	<u>Relationship to Student</u>	<u>Name of college they are attending at least half-time in 2022-2023.</u>
	student	

E. SUMMARY OF PARENTS' SPECIAL CIRCUMSTANCES for 2022-2023

Please summarize your special circumstances. Attach separate sheet if necessary.

F. CERTIFICATION: I certify that the information provided is true, correct and complete to the best of my knowledge. I agree to provide proof of the information that I have given on this form if asked to do so by the Financial Aid Office. I also realize that if I do not provide proof when asked, the student will not receive special circumstances consideration.

Student Signature: _____

Parental Signature: _____

Date: _____