

2020-2021  
Professional Judgement Loss of Income



Office of Financial Aid  
500 College Drive, Lake Jackson TX 77566  
Phone: 979-230-3377 Fax: 979-230-3543  
Email: finaid@brazosport.edu

**STUDENT INFORMATION**

<b>Student Name:</b>	<b>Student ID:</b>	<b>Phone #:</b>
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The Free Application for Federal Student Aid (FAFSA) is designed to provide a snapshot of a family's income and assets to determine their ability to contribute to the student's educational costs. For some applicants, this snapshot does not reflect their current financial situation, due to some extenuating or special family circumstances. Students must complete the Special Circumstances Application in its entirety to help create a more appropriate financial aid award. **Please note: Appealing for special circumstances is a procedure that takes time and may delay the timely processing of your financial aid; it is a process that should be considered only in cases of extenuating circumstances. Incomplete requests will NOT be processed.**

**REASON FOR SPECIAL CIRCUMSTANCE**

Indicate **EACH** situation that is relevant and can be supported by the required documentation.

All documentation **MUST** be attached at the time the form is submitted.

\_\_\_ **A- 2019/2020 Income is significantly Lower and/or Higher than 2018 income**

**Documentation:**

Provide the 2018/2019/2020 Tax Return Transcript

\_\_\_ **B- Loss of Employment/Income**

**Documentation:**

Provide a letter from previous employer (on company letterhead). Must include if any severance pay was received. If re-employed, a letter from the current employer stating date of hire and pay is required.

**On all letters please include:**

- Beginning and ending dates of employment
- Total earnings for the most recent calendar year
- The circumstances under which the loss of employment occurred (i.e. laid off, contract ended, and/or being terminated.)

\* Students who quit their job or are fired for their actions typically do not qualify for an adjustment.

**FINANCIAL RESOURCES & EXPENSES**

<b>INCOME</b>	<b>Required PARENT(S) Gross Amount (1/1/19 -12/31/19)</b>	<b>Required PARENT(S) Est. Amount (1/1/20-12/31/20)</b>	<b>If Applicable STUDENT Gross Amount (1/1/19 -12/31/19)</b>	<b>If Applicable STUDENT Est. Amount (1/1/20-12/31/20)</b>	<b>Required Documentation</b>	<b>FOR OFFICE USE ONLY</b>
Income	\$		\$		2018, 2019 & 2020 IRS Tax Transcript 2018, 2019 & 2020 W-2	
Unemployment Benefits	\$		\$		Award Letter	
Severance Pay	\$		\$		Letter of Separation	
Other Income	\$		\$		1099 or applicable document	
<b>TOTAL INCOME:</b>	\$		\$			

**CERTIFICATION OF COMPLETION**

- ✓ I have completed a 2020-2021 FAFSA and completed my financial aid file with Brazosport College.
- ✓ I have provided a typed, full explanation describing the circumstances that I would like to be reviewed.
- ✓ I have included my name and student ID number on all submitted documentation.

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Parent Signature (If applicable)

\_\_\_\_\_  
Date