The Tompkins Cortland Community College financial aid office has the ability to adjust a student’s cost of attendance or the data used determine a student’s EFC, Expected Family Contribution.

A special circumstance can be initiated by the student or parent based on a change in situation from the reported years information. By completing the request for a special circumstance you are initiating the process. The financial aid office will contact you to request the documentation necessary for your specific situation. Once you have completed the form please submit it to the financial aid office.

The Special Circumstance is available on the Tompkins Cortland Community College web page, https://www.tompkinscortland.edu/admissions/important-forms, or in the financial aid office by request.
2022-2023 SPECIAL CIRCUMSTANCE FORM

Student Name________________________________________Student ID #________________________________________

Current Address: ________________________________________

Street City State Zip Code

Phone #____________________________________Email Address__________________________@mymail.tc3.edu

INSTRUCTIONS: Read through reasons below and check all boxes that apply to your situation. The financial aid office will be in contact with you to request any documentation needed.

SPECIAL CIRCUMSTANCE (Please check the reason for your Special Circumstance Request)

___Reduction in income

___Separation or Divorce

___Loss of Taxable/Untaxed Income (such as child support, social security, alimony, etc.)

___Death of Parent or Spouse

___Medical/Dental Expense (expenses paid in calendar year 2020 not covered by insurance)

BRIEF EXPLANATION for the SPECIAL CIRCUMSTANCE REQUEST (attach a separate sheet if needed) Please print.

________________________________________________________________________________________

________________________________________________________________________________________

________________________________________________________________________________________

________________________________________________________________________________________

________________________________________________________________________________________

________________________________________________________________________________________

________________________________________________________________________________________

________________________________________________________________________________________

SIGNATURE:

__________________________________ Date

Student's signature

__________________________________ Date

Student's Spouse's signature (if applicable)

__________________________________ Date

Parent's signature (if student is dependent)
<table>
<thead>
<tr>
<th></th>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td>Prior Year Special Circumstance?</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Special Circumstance Approved:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Special Circumstance Denied:</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Old EFC __

New EFC __

Sent Letter: ____________  Approved by: ____________  Date ____________