The Office of Student Financial Aid (OSFA) recognizes that students and their families may have extenuating financial circumstances that the standard need analysis form (the Free Application for Federal Student Aid, FAFSA) does not consider. The office reviews such circumstances. NOTICE: Submission of a Special Circumstances Appeal does not guarantee a favorable change in your financial aid eligibility or award(s).

**Instructions**

To request a review of your extenuating financial circumstances:

1. Talk with a Financial Aid Administrator **BEFORE** you submit the Special Circumstances Appeal Form.
2. Complete and submit to OSFA this Special Circumstances Appeal Form.
3. Attach to this form all documentation (see Section II below) that supports your extenuating financial circumstances.

**NOTICE: The following DO NOT qualify—singularly or in combination—as special circumstances that merit review.**

1. Parents refuse to contribute to your education.
2. Parents are unwilling to provide information on your FAFSA or for verification.
3. Parents do not claim you as a dependent for income tax purposes.

**Note:** If the Expected Family Contribution (EFC) on your FAFSA’s Student Aid Report (SAR) is zero, do not submit this form. The maximum amount in financial aid possible is automatically awarded to students who have an EFC of zero.

**Conditions of a Special Circumstance Appeal**

1. Talk with a Financial Aid Administrator about your special circumstances **before** you submit an appeal.
2. Submit the Special Circumstances Form **after** you submit your 2015-16 FAFSA.
3. If your FAFSA is selected for verification, we must verify your FAFSA information before we can consider a special circumstance.