



2024-2025 Financial Aid Special Circumstances Request

Name: _____ Student ID: _____

Date of Birth: _____ Email: _____

Phone Number: _____

The purpose of this form is to provide a way for a student to request reconsideration of his or her financial aid application when estimated income will be less than actual 2022 income. The process requires:

1. The student must complete this form, attach all required documentation, and submit to the Financial Aid Office.
2. The results of the request will be emailed to the student email as quickly as possible. The student will be notified on any award revisions.

Check One:

I request that my application for financial aid for 2024-2025 be considered based on estimated 2023 income. **Change of circumstances date:** _____

I request that my application for financial aid for 2024-2025 be considered based on estimated 2024 income. **Change of circumstances date:** _____

Check appropriate reason below:

1. Unemployment (must provide all year-to-date income information)
2. Change in employment
3. Other List Reason: _____

Brief explanation of request:

All the information on this form is true and complete to the best of my knowledge. If asked, I agree to provide additional information concerning this application.

Signature: _____ Date: _____

Parent Signature (if dependent student): _____

All correspondence will be via your school email. Please allow 2 weeks for processing.



Return to: Rowan-Cabarrus Community College –Financial Aid Office
1531 Trinity Church Rd. Concord, NC 28027

Submit online at: <https://bit.ly/RCCCFASubmissionLink>

EMAIL: fin.aid@rccc.edu

FAX: 704-216-0940

Required Documentation for Special Circumstances Request

| Change in Circumstance | Required Supporting Documentation |
|--|---|
| Unemployment (Which reduces your family’s anticipated 2024 total income) | <ul style="list-style-type: none">• 2023 federal tax return or• Termination/severance notice• Copy of unemployment benefits (if applicable)• Copy of year-to-date income information (ex: pay stubs) |
| Change in employment/Significant change in income | <ul style="list-style-type: none">• 2023 federal tax return• Copy of last/recent pay stub• Letter of explanation from employer (if applicable) |
| Other: | <ul style="list-style-type: none">• Description and documentation of circumstance |

Additional documentation may be required