

2024 – 2025 Special Circumstances Form

The university recognizes that some students may have unique circumstances that require additional consideration as it relates to financial aid. Special Circumstances refer to special financial and life situations - job loss, divorce, loss of benefits... - that were not present at the time the student filled in the FAFSA and make paying for college more challenging. We are committed to your success regardless of the challenge you may be facing. Information on your FAFSA may no longer provide an accurate depiction of the student and family's current financial situation.

Per federal regulations, the Financial Aid Office has authority to make adjustments to the student cost of attendance budget or to the information provided in the FAFSA. The Office will review your financial aid awards to determine if you are eligible for more aid. Nevertheless, completing this form does not guarantee additional funding, but know that we will make every reasonable effort to accommodate your needs.

The Financial Aid Office will review the student documentation as soon as possible and no later than 60 days after completing this form.

A. Student Information:

Student Last Name	Student First Name	Student M.I.	Student ID
Student Street Address (include apt. no.)			Student Date of Birth
City	State	Zip Code	Student Phone Number

B. Student's Family Information:

Please list the following in the table below:

- Yourself and your parent(s) (including a stepparent) even if you don't live with your parent(s).

If more space is needed, attach a separate page with the required information included.

Full Name	Age	Relationship	College	Will be Enrolled at Least Half Time
<i>Missy Jones (example)</i>	<i>18</i>	<i>Sister</i>	<i>If enrolled in College-list school name</i>	<i>Yes</i>
		<i>Self</i>	<i>Regis College</i>	

C. Student's Special Circumstances:

Some extenuating circumstances can fall under the following categories:

- Change in employment status, income, or assets;
- Change in housing status (e.g., homelessness);
- Tuition expenses at an elementary or secondary school;
- Additional family members enrolled in college;
- Medical, dental, or nursing home expenses not covered by insurance;
- Child or dependent care expenses;
- Severe disability of the student or other member of the student's household; and
- Other changes or adjustments that impact the student's costs or ability to pay for college.

Explain your circumstances change(s) or add a separate letter.

D. Student's Special Circumstances Documentation:

Please join supporting documentation as you are able. If you'd like to meet with a financial aid counselor, please email finaid@regiscollege.edu.

Documentation	Check if Appropriate	Description	Date
<i>Example:</i>	X	<i>Description</i>	
<i>Interview with/ Documented Phone Call</i>			
<i>Statements from 3rd parties – counselors, physicians, social workers, clergy, attorneys, landlords, former employers</i>			



Documentation	Check if Appropriate	Description	Date
<i>W2s, Tax returns, paycheck stubs</i>			
<i>Notice of unemployment benefits, termination letters</i>			
<i>Proof of payment – receipts, cancelled checks.</i>			
<i>Rental leases, mortgage paperwork, business contracts, insurance statements, utility bills</i>			
<i>Asset information—bank statements, investment documents, statements from accountants</i>			

Please send documentation and form to finaid@regiscollege.edu or submit to us via our secure [File Drop](#).

E. Student and Parents' Signatures and Certification:

The person signing this worksheet certifies that all the information reported on it is complete and correct. The student must sign and date this worksheet.

WARNING: Per federal law, if you purposely give false or misleading information on this worksheet, you may be fined, be sentenced to jail, or both.

Student's Signature

Student ID#

Date

Parent's Signature

(for undergraduate dependent students)

Date

Parent's Signature

(for undergraduate dependent students)

Date

F. Financial Aid Office Review:

The Financial Aid Office will review the application and then submit it to the Financial Aid Committee. Once it is reviewed, the office will send a correspondence email to the student with the result of the review.

Review summary and results.

Financial Aid Office Representative Name and signature

Date

Submit this form to:
Office of Financial Aid
235 Wellesley Street, Weston MA, 02493-1571
Email: finaid@regiscollege.edu