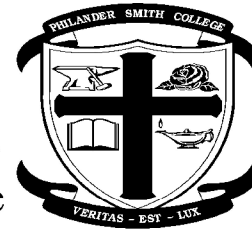


# PSC

Philander Smith College



OFFICE OF FINANCIAL AID \* 900 DAISY BATES DRIVE \* LITTLE ROCK, AR 72202 \* (501) 370-5350 \* FAX: (501) 370-5357

## 2011/2012 Special/Unusual Circumstance Application

Student Name: \_\_\_\_\_ SSN: \_\_\_\_\_  
Address: \_\_\_\_\_ City: \_\_\_\_\_ ST: \_\_\_\_\_ ZIP: \_\_\_\_\_  
Phone Number: (\_\_\_\_) \_\_\_\_\_ Cell Phone: (\_\_\_\_) \_\_\_\_\_

The primary responsibility for financing a student's education rests with the student and their family. Unless a student is classified as Independent for financial aid purposes by federal definition, parental income and asset information must be included in determining eligibility. The need analysis formula designed by Congress is used to determine a student's eligibility based on the submitted information on the FAFSA. The PSC Financial Aid Office recognizes this formula may not accurately reflect special circumstances for individual students and/or families.

If your situation has changed drastically from the information you provided on the FAFSA, and the situation falls into the one of the categories listed in this form, you may submit a complete Special/Unusual Circumstance Application with **required documentation**. Because this is often thought of as a lengthy process, please allow 4-6 weeks processing time after we receive the request.

Once a completed request review, it may result in either 1) a reduction in the base year income and/or assets, 2) the use of projected income for the current calendar year, or 3) an increase in Cost of Attendance (COA) for the current academic year.

Please note that we must verify the accuracy of the current application on file prior to processing this special circumstance application.

**Instructions:** Please check each item when completed before submitting this document to the PSC Financial Aid Office.

- 1. Check the circumstance that applies to you.
- 2. Attach documentation with a letter explaining the circumstance below.
- 3. Submit verification of the income you have received so far in 2011.
- 4. Complete the "Estimate of Income" information on the back of this document.
- 5. Submit to: PSC Financial Aid Office, Room 110, Cox Administration Building, 900 Daisy Bates Drive, Little Rock, AR 72202.

