

2012-2013 Change in Family Circumstance Form

Student's Name: _____ School ID: _____

THE FOLLOWING DOCUMENTS MUST BE SUBMITTED WITH THIS FORM:

- 1) A signed copy of your and your parents' or your and your spouse's 2011 federal tax transcript and W-2 Forms.
- 2) 2012-2013 Dependent or Independent Student Verification Worksheet completed and signed. All forms are available on our website at www.usciences.edu or in the Financial Aid Office located in Griffith Hall Room 172.

DO NOT complete this form if you have voluntarily left your place of employment, have had a loss or reduction of uncontrollable overtime, or were unemployed during the year but you are currently working.

Circle the letter below that best represents your change in circumstance, and complete all questions.

A) Unemployed

Name of unemployed person: _____
Date of unemployment: _____
Date unemployment benefits began: _____
Is the person receiving severance pay? Yes _____ NO _____
If yes, enter gross weekly amount: \$ _____
Gross lump sum payment received: \$ _____
Date severance pay began: _____
Date severance pay will terminate: _____

Additional documents you MUST provide to our office:

- 1) Copy of last paystub in 2012 demonstrating year to date income for 2012.
- 2) Unemployment benefits determination letter that shows weekly amount of unemployment benefits or denial of unemployment benefits with explanation.

B) Retired (Parent or Spouse)

Name of retired person: _____
Date of retirement: _____

Additional documents you MUST provide to our office:

- 1) Copy of last pay stub for 2012 that shows year to date income for 2012.
- 2) Proof of amount of pension, if applicable,
- 3) Proof and amount of family's monthly social security benefits. (Social Security Benefit statement), if applicable

C) Divorced/Separated

The applicant or the parents have divorced or separated since filing the FAFSA.

Date of divorce or separation: _____
Monthly amount of child support: \$ _____
Monthly amount of alimony: \$ _____
Date payments began or will begin: _____

Additional documents that you MUST provide to our office

If Divorced: Divorce Decree

If Separated: Proof of separate residences (recent utility bill, driver's license, etc.).

D) Disabled (Parent or Spouse)

Name of disabled person: _____
Date of disability: _____
Weekly amount of disability: \$ _____
Date payments began or will begin: _____
Date you will return to work, if applicable: _____
Is the disability permanent? Yes _____ No _____
If yes, monthly amount of your family's social security benefits: \$ _____
Date benefits began or will begin: _____

Additional documents you MUST provide to our office:

- 1) Copy of last pay stub showing year to date income for 2012.
- 2) Proof of weekly/monthly amount of disability, worker's compensation or social security payments.

E) Deceased

Name of deceased: _____
Date of death: _____
Date social security began or will begin: _____
Amount of social security benefits: \$ _____

Additional documents you MUST provide our office:

- 1) Copy of death certificate.
- 2) Proof of monthly amount of family's social security benefits.

F) Loss of Untaxed Income or Unemployment Benefits

The applicant, the applicant's spouse, or parent received untaxed income or unemployment in 2011 but lost this income in 2012.

Name of person who lost benefits: _____
Type of benefits lost (check all that applies):
Child support _____
Social Security Benefits _____
Unemployment Benefits _____
Effective date of termination: _____
Reason benefits were terminated: _____
Total amount to be received in 2011: \$ _____

Additional documents you MUST provide our office:

- 1) Proof of loss of these benefits.

