

2022-2023 Student Financial Aid Petition

Student's name (last, first, middle initial)	CCA ID Number
Mailing address (street)	E-mail address
Mailing address (city, state, zip)	Telephone number

If you have special circumstances that you would like us to consider, you may submit a petition for additional financial assistance. Please read the instructions and provide documentation as requested based on your circumstances. **You may file one petition for reevaluation per academic year.** Once a decision has been made on your request, you may not re-submit another petition for the same request. *Filing a petition or letter of special circumstance is not a guarantee that your request will be granted.* Your circumstances must meet federal and institutional policy guidelines and there must be a resulting change in your financial aid eligibility in order for the Financial Aid Office to act on your petition. You will be notified via email of the outcome of your petition. **Petitions without supporting documentation cannot be considered.**

Petitions submitted by new students are acted upon on a first-come, first-served basis. Students should expect a response from the Financial Aid Office within 3 weeks of submitting a complete petition.

Petitions submitted by May 1, 2022 for continuing students will be responded to by June 15, 2022.

Please indicate the reason for your petition

- Significant change in income due to loss of employment or reduction of work**
 - Written explanation of change in circumstances
 - **Signed** copies of your' 2020 federal income tax return, schedules, and W-2s (if not previously submitted)
 - Documentation from previous employer indicating last day of employment, including any severance pay information
 - Final paystub from previous employer
 - 2022 Projected year income form on page 2 including year-to-date income and projections for the remainder of the year

- Request a dependency status override because I do not meet the federal guidelines for independent student status**
 - Dependency Overrides are granted on a case-by-case basis for students with unusual circumstances
 - Unusual circumstances *may* include an abusive family environment or abandonment by parents
 - Unusual circumstances DO NOT include: parents refusing to contribute to the student's education; parents unwilling to provide information on the FAFSA or for verification; parents not claiming the student as a dependent for income tax purposes; student demonstrating total self-sufficiency
 - Petitions must include **all** of the following: documentation of estrangement from your parent/guardian, documentation that you are financially self-supporting out of necessity rather than voluntarily, written explanation of special circumstances, and 3 letters of support from neutral third-parties (e.g. counselor, clergy, etc.) that are aware of and support your estrangement and self-sufficiency

- Other Special Circumstances**
 - Written explanation of special circumstances
 - Contact the financial aid office to determine what documentation to provide

CERTIFICATION & SIGNATURE

I certify that the information submitted with this petition to qualify for state, federal, and institutional financial assistance is true and complete to the best of my knowledge. **I understand that if this petition is incomplete, my financial aid may be delayed.** If asked by an authorized official of the Financial Aid Office, I agree to provide proof of the information that I have given on this form.

Student's Signature _____

Date _____

FOR FINANCIAL AID OFFICE USE ONLY:	
Action taken:	<input type="checkbox"/> approved <input type="checkbox"/> approved with conditions (see comments) <input type="checkbox"/> denied <input type="checkbox"/> unable to take action (see comments)
Comments:	_____
Authorized Signature:	_____ Date: _____

