2014 - 2015 Income Adjustment Request

Student Name  Phone # (Include Area Code)  SCC 7 Digit Student ID#

You have indicated that there has been a significant change in your household’s income since 2013. You are entitled to a review of your situation to see if it warrants an adjustment. For such a review to take place you must complete this form and return it to the SCC Financial Aid Office. If you have any questions about the process, you may contact Melody Lawrence on 828.339.4224. All decisions by the SCC Financial Aid Office are final and cannot be appealed to the US Department of Education.

Explain below why you believe that your 2013 tax return data is not a legitimate basis on which to calculate 2014-2015 aid eligibility. Please provide a complete description of your situation. Then complete section A, B, C or D of this form as appropriate for your circumstance, answering each question in that section and providing the documentation requested at the end of that section. Finally, be sure to sign and provide annual income estimates for the next 12 months on page 4.
Please complete one of the four sections (A-D) that best applies to your situation.

A) **Loss of job—currently unemployed**

Name of person who was employed ____________________________________________

Relationship to student ______________________________________________________

Name of employer __________________________________________________________

Date last worked ____________________________________________________________

Reason for job loss _________________________________________________________

Qualify for unemployment? ________________________________________________

  If so, what is gross amount of benefits per week $ ____________________________

  Beginning and ending dates of benefits _____________________________________

Eligible for any government/retraining benefits? ________________________________

  If yes, list benefits ________________________________________________________

Will unemployed person be looking for other work in the next 12 months? ______

  If yes, what are expected earnings per month? $ ____________________________

Attach—Last pay stub
—Severance letter/notice if available
—Unemployment benefits statement
—2013 Signed Federal Tax Transcript and W-2’s
—2014 - 2015 Financial Aid Verification Form (attached)
—2014 – 2015 Asset Information Form (attached)

B) **Reduction in income/hours worked—currently underemployed**

Name of person who is underemployed ________________________________________

Relationship to student _____________________________________________________

Name of employer __________________________________________________________

  *(include former and new employer names, if applicable)*

Date of change ______________________________________________________________

Former gross income level $ _________ /wk or $ _________/mo

New gross income level $ _________ /wk or $ _________/mo

Reason for reduction _________________________________________________________

Will underemployed person be looking for other or additional work in the next 12 months? ______

  If yes, what are expected earnings? _________________________________________

Attach: —Current pay stub showing new income levels.
—2013 Signed Federal Tax Transcript and W-2’s
—2014 - 2015 Financial Aid Verification Form (attached)
—2014 – 2015 Asset Information Form (attached)
C) One time Income/Gains

What amount was a one-time distribution in 2013? $ _____________________________

What was the source/reason for these funds? ______________________________________

How were these funds used/spent? _______________________________________________

________________________________________

________________________________________

________________________________________

________________________________________

________________________________________

________________________________________

________________________________________

Attach: —Documentation of distribution payment
          —2014 Signed Federal Tax Transcript and W-2’s
          —2014 - 2015 Financial Aid Verification Form (attached)
          —2014 – 2015 Asset Information Form (attached)

D) Unusual Medical expenses

Name of person incurring medical expenses ____________________________

Relationship to student_______________________________________________

Nature of illness______________________________________________________

Total amount paid in 2013 $ ____________________________________________

(Include only amounts for medical expenses paid by cash, check or credit card. Do not include amounts paid by insurance or balances still owed to medical providers.)

Attach: —Documents showing patient’s name and medical diagnosis
          —Itemized listing of total amount paid, including payment documentation
          —2013 Signed Federal Tax Transcript and W-2’s
          —2014 - 2015 Financial Aid Verification Form (attached)
          —2014 –2015 Asset Information Form (attached)
This page must be completed by all applicants. Please provide the following estimates for your household for the next 12 months starting now.

<table>
<thead>
<tr>
<th>Sources of Income</th>
<th>Annual Gross Amount—Next 12 Months</th>
</tr>
</thead>
<tbody>
<tr>
<td>Employment—Student <em>(include self employed)</em></td>
<td>$</td>
</tr>
<tr>
<td>Employment—Spouse</td>
<td>$</td>
</tr>
<tr>
<td>Employment—Parent(s) <em>(if dependent student)</em></td>
<td>$</td>
</tr>
<tr>
<td>Unemployment Benefits</td>
<td>$</td>
</tr>
<tr>
<td>Disability Income or Social Security</td>
<td>$</td>
</tr>
<tr>
<td>Child Support</td>
<td>$</td>
</tr>
<tr>
<td>Other <em>(list)</em></td>
<td>$</td>
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<td></td>
<td>$</td>
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<td></td>
<td>$</td>
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</tr>
</tbody>
</table>

**SIGNATURES**

I certify that all information provided to the SCC Financial Aid Office is true and accurate.

Student Signature ___________________________  Date ___________________________

Parent Signature (if required) ___________________________  Date ___________________________
2014 - 2015 Verification Form

Your application has been selected for review in a process called verification. In this process, we will compare the information from your FAFSA application with the information provided on this form, and with any other required documents. By law, we have the right to ask you for this information before awarding federal aid. If there are differences between your FAFSA application and the documents you provide, we will submit corrections to the federal processor. Return your verification documents as soon as possible, in order for your file to be ready to review for eligible awards.

STUDENT INFORMATION: Everyone must complete this section.

<table>
<thead>
<tr>
<th>Last Name</th>
<th>First Name</th>
<th>Social Security #</th>
<th>SCC 7 Digit Student ID #</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Mailing Address</th>
<th>City/State/Zip</th>
<th>Date of Birth</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Phone # (Include Area Code)</th>
<th>Email Address</th>
</tr>
</thead>
</table>

CERTIFICATION: Please sign here.

By signing this worksheet, I certify all the information reported is complete and correct. Warning: If you purposely give false or misleading information, you may be fined, be sentenced to jail, or both.

Student Signature: ___________________________ Date: __________

Parent Signature (If a student is dependent, they must include a parent whose information was reported on the FAFSA): ___________________________ Parent Name (Please Print): ___________________________ Date: __________

A. INSTRUCTIONS FOR TAX RETURN FILERS: Please check the method you have chosen.

1.) [ ] I transferred my information from the IRS successfully with no change on this date, ___________

   • Using the IRS Data Retrieval Tool (DRT) is the preferred way to verify income. If you have not already used the tool, go to FAFSA.ed.gov and log in to the student’s FAFSA record. Select “Make FAFSA Corrections,” and navigate to the Financial Information section of the form. Follow the instructions to determine if the student/student’s parent(s) is/are eligible to use the IRS Data Retrieval Tool to transfer 2013 IRS income tax information into the student’s FAFSA.

2.) [ ] I have or will be providing a 2013 IRS Tax Return Transcript.

   • If you are unable to use the IRS Data Retrieval Tool or choose not to use the tool, you will need to supply a tax return transcript. To obtain an IRS tax return transcript, go to www.irs.gov and click on the “Order a Return or Account Transcript” link, or call 800-908-9946. Make sure to request the “IRS tax return transcript” and not the “IRS tax account transcript.” It may take a minimum of three weeks for the IRS to mail these documents to you.

B. INSTRUCTIONS FOR NON-TAX RETURN FILERS: Complete below and provide all W-2 forms.

Complete this section if the student, and/or spouse (if married), and/or student’s parent(s) (for dependent students) will not file and is not required to file a 2013 income tax return with the IRS.

Check the box that applies:

[ ] The student/spouse will not file a tax return, and had no income from work in 2013.

[ ] The parent(s) will not file a tax return, and had no income from work in 2013.

[ ] The student/spouse will not file a tax return, and are listing below all 2013 income from work.

[ ] The parent(s) will not file a tax return, and are listing below all 2013 income from work.

Student/Spouse – List names of all employers in 2012, even if they did not provide a W-2 form.

<table>
<thead>
<tr>
<th>Employer’s Name</th>
<th>2013 Amount Earned</th>
<th>IRS W-2 Attached? (Y/N)</th>
</tr>
</thead>
</table>

Parent(s) – List names of all employers in 2013, even if they did not provide a W-2 form.

<table>
<thead>
<tr>
<th>Employer’s Name</th>
<th>2012 Amount Earned</th>
<th>IRS W-2 Attached? (Y/N)</th>
</tr>
</thead>
</table>
C. HOUSEHOLD INFORMATION

If you are a dependent student, include:
• Yourself
• Your parent(s) used on FAFSA, (include stepparent) even if you don’t live with your parents
• Your parent(s)’ other children if:
  a) your parent(s) will provide more than half of their support from July 1, 2014 through June 30, 2015, or
  b) the children would be required to provide parental information if filing a FAFSA for 2014-15
• Other people, only if they now live in your parents’ household, and your parents will continue to provide
  more than half of their support through June 30, 2015
• Don’t list your parents’ college and degree program if they are also in college

<table>
<thead>
<tr>
<th>Full Name</th>
<th>Age</th>
<th>Relationship</th>
<th>Name of College and Degree Program (If at least half-time student for 2014-2015)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Self</td>
<td>SCC/_____</td>
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</table>

D. FOOD STAMP/SNAP RECIPIENTS: Complete if you answered yes to receiving food stamps.

☐ Check this box if someone in the student’s or parent’s household (persons listed in Section C) received benefits from the Supplemental Nutrition Assistance Program or SNAP (formerly known as food stamps) any time during 2012 or 2013. If asked by the SCC Financial Aid Office, I will provide documentation of the receipt of SNAP benefits.

☐ No one in my household above received food stamps in 2012 or 2013. I made a mistake on my FAFSA by answering yes.

E. CHILD SUPPORT PAID: Complete if anyone listed above paid child support in 2013.

☐ Check this box if someone in the student’s or parent’s household (persons listed in Section C) paid child support in 2013. Indicate below the name of the person who paid the child support, the name of the person to whom the child support was paid, the names of the children for whom child support was paid, and the total annual amount of child support that was paid in 2013 for each child. If asked by the SCC Financial Aid Office, I will provide documentation of the payment of child support.

<table>
<thead>
<tr>
<th>Name of Person Who Paid Child Support</th>
<th>Name of Person to Whom Child Support was Paid</th>
<th>Name of Child for Whom Support Was Paid</th>
<th>Amount of Child Support Paid in 2013</th>
</tr>
</thead>
<tbody>
<tr>
<td>Marty Jones</td>
<td>Chris Smith (example)</td>
<td>Terry Jones</td>
<td>$6,000.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
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<tr>
<td></td>
<td></td>
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<td></td>
</tr>
</tbody>
</table>

Note: Please allow six to eight weeks for processing. If we have any reason to believe that any information supplied on this document may not be accurate, we may require additional documentation. You will receive an award email when your eligibility is determined.
# 2014 - 2015 Asset Information Form

## (Income Adjustment Version)

<table>
<thead>
<tr>
<th>Student’s Balance</th>
<th>Parents’ Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>As of today,</strong> what is your (and spouse’s) total current balance of cash, savings, and checking accounts? Do not include student financial aid.</td>
<td>Include parents’ amounts below if the information was required on your FAFSA.</td>
</tr>
<tr>
<td><strong>As of today,</strong> what is your parents’ total current balance of cash, savings, and checking accounts? Do not include student financial aid.</td>
<td>X</td>
</tr>
<tr>
<td><strong>As of today,</strong> what is the net worth of your (and spouse’s) investments, including real estate (not your home)? Net worth means current value minus debt.</td>
<td>X</td>
</tr>
<tr>
<td><strong>As of today,</strong> what is the net worth of your parents’ investments, including real estate (not their home)? Net worth means current value minus debt.</td>
<td>X</td>
</tr>
</tbody>
</table>

### Notes:
- **Investments include** real estate (do not include the home you live in), trust funds, UGMA and UTMA accounts, money market funds, mutual funds, certificates of deposit, stocks, stock options, bonds, other securities, Coverdell savings accounts, 529 college savings plans, the refund value of 529 state prepaid tuition plans, installment and land sale contracts (including mortgages held), commodities, etc. Investment value means the current balance or market value of these investments as of the day you filed your FAFSA.
- Investment debts mean only those debts that are related to the investments.
- **Investments do not include** the home you live in, the value of life insurance, retirement plans (pension funds, annuities, non-education IRAs, Keogh plans, etc.) or cash, savings, and checking accounts already reported above.
- Students who must report parental information on their FAFSA should report all qualified educational benefits or education savings accounts owned by parents-including Coverdell savings accounts, 529 college savings plans and the refund value of 529 state prepaid tuition plans. If the account is owned by a student (or the student’s spouse) who is not reporting parental information, the value is to be reported as an investment.
- If net worth is one million dollars or more, enter $999,999. If net worth is negative, enter 0.

Continued on reverse side ☝️
<table>
<thead>
<tr>
<th></th>
<th>Student’s Balance</th>
<th>Parents’ Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>As of today</strong>, what is the net worth of your (and spouse’s) current businesses and/or investment farms? For a family farm, see notes.</td>
<td></td>
<td>×</td>
</tr>
<tr>
<td><strong>As of today</strong>, what is the net worth of your parents’ current businesses and/or investment farms? For a family farm, see notes.</td>
<td>×</td>
<td></td>
</tr>
</tbody>
</table>

**Notes:**
- **Business and/or investment farm value includes** the market value of land, buildings, machinery, equipment, inventory, etc. Business and/or investment farm debt means only those debts for which the business or investment farm was used as collateral.
- **Do not include** the value of a family farm that you (your spouse or your parents) live on and operate.
- **Do not include** the value of a small business that you (your spouse or your parents) own and control that have 100 or fewer full-time equivalent employees.

__________________________  __________________________
Student Signature          Date

__________________________  __________________________
Parent Signature (if required) Date