



2023-24 Parent Special Conditions Form

If you have special circumstances that are not reflected on your dependent’s FAFSA, you may use this form to notify the Financial Aid Office. We will review your situation on an individual basis and will determine if a professional judgement is warranted. Submission of this form does not guarantee additional financial aid. **Note:** If the student is a Pennsylvania resident you should contact PHEAA at 1-800-692-7392 concerning PA State Grant. Special Conditions forms processed by the Financial Aid Office do not impact state grant eligibility.

Student’s Name \_\_\_\_\_

Student ID \_\_\_\_\_

**Section 1 – indicate the applicable reason for the request and see instructions**

✓	Reason	Instructions
	<b>Actual 2022 income less than 2021 income</b>	Complete section 4 and attach signed copy of 2022 tax return AND W2 form(s)
	<b>Anticipated 2023 income less than 2021 income</b>	Complete sections 2, 3, 4 and attach documentation from employer, copy of most recent pay stub, unemployment benefits statement if applicable, and any other pertinent documentation
	<b>Loss of one-time income</b>	Complete sections 3 & 4 and attach pertinent documentation
	<b>Unusually high medical expenses</b>	Complete sections 3 & 4 and attach documentation including signed copy of applicable tax return with all schedules
	<b>Divorce/separation after 2023-24 FAFSA was filed</b>	Complete sections 3 & 4 and attach divorce decree or documentation to verify separate addresses AND signed copy of 2021 tax return and W2 forms
	<b>Death of parent after 2023-24 FAFSA was filed</b>	Complete sections 3 & 4 and attach copy of death certificate, signed copy of 2021 tax return and W2 forms

**Section 2** – Use this section to report parents’ ANTICIPATED income for 2023 (January 1, 2023 – December 31, 2023). Provide a value for both parents when married or living together, including stepparent. Do not leave any item blank. Enter 0 when applicable.

Anticipated 2023 Taxable Income for Parent(s)	
Parent 1 anticipated 2023 wages, salaries, tips	\$
Parent 2 anticipated 2023 wages, salaries, tips	\$
Severance pay	\$
Taxable portion of pensions, annuities, 401(k), 403(b), IRA distributions	\$
Taxable portions of interest and dividend income	\$
Business or farm Income	\$
Capital gains	\$
Income that will be received from rents after expenses paid for mortgage, interest, taxes and insurance	\$
Alimony that will be received	\$
Unemployment compensation	\$
Taxable portions of Social Security Benefits	\$
Other taxable income	\$
Anticipated 2023 Adjusted Gross Income	\$
Anticipated 2023 Untaxed Income for Parent(s)	
Payments to tax-deferred pension & savings plan including, but not limited to, amounts would will be reported on W2 forms in boxes 12a – 12d, codes D,E,F,G,H,S	\$
IRA deductions & payments to self-employed SEP, SIMPLE, Keogh and other qualified plans	\$
Child support that will be received	\$
Tax-exempt interest income	\$
Untaxed portions of IRA or pension distributions	\$
Housing, food and other living allowances paid to members of the military, clergy and others (including cash payments and cash value of benefits)	\$
Veterans’ non-education benefits	\$
Worker’s compensation	\$
Other untaxed income	\$

