



Student Information (Please complete using blue/black ink)

Last Name First Name M.I. SCC ID Number

Your financial aid eligibility for 2018-2019 aid year was determined based upon 2016 income data reported on the FAFSA. If you have experienced unusual and special circumstances that caused your income to drastically decrease, you may request an "Income Review". Please be advised that personal expenses for lifestyle choices and consumer goods (credit card and loan payments) are not considered unusual or special circumstances. The "Income Review" process may result in a change to data elements reported on the FAFSA resulting in a change to your EFC (Expected Family Contribution) or COA (Cost of Attendance). If your Special Circumstances-Income Review is approved, any changes to your award will be effective for the 2018-2019 aid year. The Solano Community College Financial Aid Administrator's decision is made on a case-by case basis, will be final, and cannot be appealed to the U.S. Dept. of Education.

Complete the "Request for Special Circumstance Income Review" only if yours or your parent(s) income will be less in 2017 or 2018 than the 2016 income reported on your 2018-2019 FAFSA application.

Please check which tax year you will be using: [] 2017 or [] 2018

Do not submit a request for a situation that has not already happened.

Deadline to submit the Request for Special Circumstance Income Review: April 6, 2019

Request for Special Circumstance Income Review will take an average of 6-8 weeks for processing. You will be notified of the result on your mySolano account.

Note: Student's 2018-2019 Financial Aid file must be verified and processed prior to submission. Any incomplete Special Circumstance Income Review requests will be returned to you unprocessed or may be denied.

- Complete and sign Request for Special Circumstance Income Review form.
Complete the 2018-2019 Dependent or Independent Verification Worksheet, whichever applies.
With your request you must provide a copy of your 2017 or 2018 IRS Tax Return Transcript and W-2(s) (or an IRS Wage & Income Transcript) for the tax year you will be using.

Attach required documentation when submitting your request based on your Explanation of Income Reduction.

Current Income Review Verification Documents:

Not all documents listed may apply to your situation. However, you must provide adequate documentation to support your request.

- Letters stating lay-off or reduction in work hours. Copy of Severance pay received.
Agency statements of 2017 or 2018 year-to-date benefits received for social security, retirement, disability, worker's compensation, unemployment, etc.
Divorce agreement designating family and child support, statement from the county Family Support Office, or signed statement from the person paying the support, to verify 2017 or 2018 child support that has been received.
Denial of Benefits Letter.
Any other documents to clarify your situation.

