

**WINTHROP UNIVERSITY
OFFICE OF FINANCIAL AID**

**Special Circumstances Request - Dependent
2026-2027**

Student's Name _____

Winthrop ID Number _____

Please Note

- Request deadline: **March 3, 2027**
- Special consideration is limited to the circumstances listed below, as many factors are already reflected in the FAFSA.
- Potential aid changes are generally limited to Pell Grant eligibility and, if applicable, converting a portion of unsubsidized loans to subsidized loans (up to annual limits).

Step One – Initial Paperwork

1. A brief letter describing the special circumstances to be considered.
2. Submit the following Dependent Verification forms:
 - a. 26/27 Verification - Dependent (www.winthrop.edu/finaid/forms-online.aspx).
 - b. 26/27 Tax Return Verification Student - Dependent (www.winthrop.edu/finaid/forms-online.aspx).
 - c. 26/27 Assets-Parent (www.winthrop.edu/finaid/forms-online.aspx)
3. SIGNED copy of parent's 2024 federal tax return (1040)

Step Two – Reason for Request

Check One	Reason for Appeal	Required Documents
<input type="checkbox"/>	Reduction in income for at least 8 weeks (example: loss of employment) <input type="checkbox"/> Father <input type="checkbox"/> Mother <input type="checkbox"/> Student	<ol style="list-style-type: none"> 1. Letter from previous and/or current employer stating last date of employment and/or reason for unemployment/decrease in pay. 2. Most recent pay stub showing year-to-date earnings. 3. Proof of unemployment benefit amount or statement that you do not qualify for unemployment.
<input type="checkbox"/>	Parents' Divorce/Separation *Note – Parents must be separated for at least eight weeks before submitting this form.	<ol style="list-style-type: none"> 1. A copy of the divorce decree or separation agreement OR a signed statement from parent stating date of separation and proof of separate residences for each parent. 2. 2024 W2's for each parent. 3. 26/27 Child Support Received Form -Dependent (www.winthrop.edu/finaid/forms-online.aspx).
<input type="checkbox"/>	Death of parent	<ol style="list-style-type: none"> 1. A copy of the death certificate and/or obituary. 2. 2024 W2's and 1099's for both parents.
<input type="checkbox"/>	Medical/Dental (paid medical bills)	<ol style="list-style-type: none"> 1. Total out-of-pocket paid expenses not covered by insurance that are in excess of 11% of your adjusted gross income may be considered. If you meet these criteria, contact the Office of Financial Aid for a <i>Medical/Dental Adjustment Request Form</i>.

Step Three – Projected Income

Sources of Income (If item does not apply write in \$0)	Actual (Jan 1 – Today 2026)		Estimated (Today – Dec 31, 2026)		2026 Total
Gross Wages/Tips/Severance – Father/Parent 1		+		=	
Gross Wages/Tips/Severance – Mother/Parent 2		+		=	
Other Taxable Income (Alimony, Social Security, Retirement, etc.) Type: _____		+		=	
Taxable Pensions and Annuities		+		=	
Business Income/Loss		+		=	
Unemployment Benefits		+		=	
Other Untaxed Income (Pensions/Annuities, Disability, etc.) Type: _____		+		=	
Other: _____		+		=	
TOTAL 2026 Estimated Income		+		=	
Student's 2026 Income (if less than 2025)		+		=	

Processing time for the *Special Circumstances Request* takes approximately 4-5 weeks. Submission of the *Special Circumstances Request* in no way guarantees an adjustment to the students' financial aid and does not waive payment deadlines. We recommend that the student complete all current aid requirements and accept any financial aid the student wishes to use to pay his/her bill.

By signing below, we certify that the information provided on this form is true and correct to the best of our knowledge. We understand that if we do not submit any missing information within 30 days of the request, our Special Circumstances Request will be cancelled by the Office of Financial Aid. The Office of Financial Aid reserves the right to review all requests on a case-by-case basis and adjust if deemed appropriate. Finally, we understand that the financial aid administrator's decision is final and cannot be appealed to the U.S. Department of Education.

Student's Signature

Date

Parent's Signature

Date

Parent's E-mail

Parent's Phone Number