



**2014-2015**  
**INDEPENDENT Student Special Circumstance Application**  
*Loss of Taxable Social Security*

This Special Circumstance Application is designed to aid students with specific situations that are not reflected on the FAFSA. **Before this application is reviewed, verification of the FAFSA must be complete.** Once the verification process is complete, applications are reviewed by a Committee and adjustments are made based on federal and state regulations. *Please note that changes made as a result of this application may or may not result in additional aid.* Decisions of the Committee are final.

**Instructions:**

1. Complete the V1 Standard: 2014-2015 INDEPENDENT Verification Worksheet (located under Applications and Forms at: [www.ohiodominican.edu/finaid](http://www.ohiodominican.edu/finaid)).
2. Request and submit a copy of your and your spouses' 2013 IRS Tax Return Transcript or use the IRS Data Retrieval Tool.
3. Complete and sign this Special Circumstance Application and turn in any supporting documents required to verify special circumstance including a personal statement.
4. Submit forms and documentation at the same time by fax, mail, or in person to the Financial Aid Office.
5. **Allow a minimum of 2 weeks for processing.** You will be notified by mail once a decision has been made.

**STUDENT INFORMATION**

\_\_\_\_\_  
*Student's Full Name*

\_\_\_\_\_  
*ODU Student ID Number*

\_\_\_\_\_  
*Student Phone Number (Including Area Code)*

\_\_\_\_\_  
*Student Daytime Phone Number*

**REASON FOR FILING – Loss of Taxable Social Security Benefits**

- Date funds were reduced or ceased: \_\_\_\_\_
- Indicate the amount and frequency (weekly, monthly) social security WAS being received prior to the change: \_\_\_\_\_
- Indicate the amount and frequency (weekly, monthly) social security IS currently being received (if applicable): \_\_\_\_\_
- Required Documentation: Letter from Social Security Administration indicating the date the change in benefits is to occur AND a statement showing how much you were receiving before the loss or reduction.

**PERSONAL STATEMENT**

- Attach a personal statement to this application explaining the details of your specific situation.

I certify all information included with this form is true and complete to the best of my knowledge. I understand additional documents may be requested to verify my circumstance(s).

**Student's Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Submit completed form to:**  
**Financial Aid Office, Ohio Dominican University, 1216 Sunbury Road, Columbus, OH 43219**  
**Phone: (614) 251-4778 FAX: (614) 253-3499**