

# KANSAS CITY ART INSTITUTE SPECIAL CONSIDERATION APPLICATION

Financial Aid Administrators are allowed to consider unusual circumstances when determining financial aid eligibility. This form is designed to help you identify specific, unusual circumstances. Supplying specific documentation is critical in our review of your request.

Student Name: \_\_\_\_\_

SS#: \_\_\_\_\_

**Please check the special circumstance(s) applicable to your situation and provide the requested documentation.**

- Divorce, death or separation of parents (or parent) occurred during or after the year reported on the FAFSA form. Please describe in detail your situation on a separate sheet and attach it to this form. Provide documentation you feel supports your request. Please include anticipated full-year 2012 income for the surviving parent or the parent with whom you will live the majority of the time. To help us document the 2012 income, provide the most recent pay stub or a letter from the employer(s) verifying earned income to date.
- You or a member of your family is experiencing a reduction in income due to unemployment or reduced wages. Provide a statement from the employer(s) verifying the last date of employment or the beginning date of reduced wages (include the amount of reduction in wages). Please provide any additional documentation you feel supports your request.
- You or a member of your family received some type of untaxed income in 2011 but will no longer receive this income in 2012. Child support and Social Security benefits are examples of untaxed benefits. Provide court documents or statements from the appropriate agency verifying the last date benefits were received. Submit an estimate of the amount to be received in 2012.
- Your family incurs medical expenses that are not covered by insurance. Provide documentation (from your health care provider or canceled checks) of the amount of 2012/2013 expenses you paid out of pocket (not covered by insurance) to date.
- Your parents are paying elementary or secondary school tuition for other dependent children. Provide documentation from the school stating the amount of tuition your parents paid. **Do not include** payments made for any college student's tuition.
- Other. Please describe in detail your situation on a separate sheet and attach it to this form. Provide documentation you feel supports your request.

**As well as the above documentation requested, you must also include documentation for verification. This includes the parent's and student's 2011 tax transcript and a verification worksheet from KCAI. If you have any questions or need additional assistance with this matter please contact our office at 816.802.3337.**

### Certification by signature

The information on this form is true and complete to the best of my/our knowledge. If asked by an authorized official, I agree to give proof of the information that I have given on this form. I understand that if I purposely give false or misleading information on this document, I may be subject to a \$10,000 fine, a prison sentence or both.

Student: \_\_\_\_\_

Date: \_\_\_\_\_

Parent: \_\_\_\_\_

Date: \_\_\_\_\_