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2024-2025

Special Circumstances Form

St. Mary's University Office of Financial Assistance One Camino Santa Maria San Antonio, TX 78228 Phone: (210) 436-3141

Fax: (210) 431-2221 Email: finaid@stmarytx.edu

The Special Circumstances form is for students who have special circumstances which are not taken into account through the initial FAFSA process. Complete this form indicating your circumstances and submit it to our office with the required documentation. Review of special circumstances will take place after you complete a 2024-2025 FAFSA and after you receive an initial 2024-2025 aid offer. The following will not be considered:

- Mortgage, rent, car, and car insurance
- Consumer debt (credit cards, etc)
- Medical insurance premiums
- Chanter 7 Bankruntov or reductions in income
- Unusual expenses related to personal living (wedding expenses, loan payments, legal fees)
- Home equity, IRA, 403B, and 401K loans
- Initial taxable retirement funds, pensions, or

•	from bankruptcy proceedings	distributions	, periorene, er
A. Stude	ent Information		
Last N	Name First Name	M.I. Stude	nt ID #
Email	Phone	Number (include area code)	
	ess (include apt. no), City, State, Zip Code		
	he reason for this request and submit the do	ocumentation listed. Additional items	might be requested.
шч	oss of Income		
•	Separation letter from previous employer Last paycheck stub received All 2023 W2s for the household Copy of 2023 tax return transcript OR signe tax return	Documentation from the Texas Commission (or applicable sta ment benefits or worker's com ed	te) on unemploy-
R	Reduction in Income Due to Divorce or Death of	f Spouse or Parent	
•	Official divorce decree or death certificate	All household 2022 or 2023 W	2 forms
	Inusual Medical or Dental Expenses		
•	Copies of paid receipts for out-of-pocket me	edical and/or dental expenses	
P	Private School Tuition Expenses for Siblings in	2024-2025 Academic year (July 2024-M	ay 2025)
•	Invoice for secondary school tuition expense	es	
	College Tuition for Siblings in 2024-2025 Acade	mic year (July 2024-May 2025)	
:	Cost of Attendance (COA) for sibling for the Offer letter showing aid offer—this can be a and school OR their offer letter on letterhead	printout from the student portal with nar	ne of student
Office Use Or	nly		RRAAREQ: SCF BDM: Special Conditions

you	NOTE: Be advised, we cannot proceed without reviewing our explanation along with your supporting documentation			
y that all of the information re	tal or Typed Signatures Not Accepted) eported on this worksheet is complete a this worksheet, you may be fined, sente	and correct. Warning: If yo enced to jail, or both.	ou purposely giv	
tudent's Name	Student's Signature	Student ID	Date	
		udent is dependent)	Date	

C. Explain the circumstances involving the loss of income and/or additional expenses. Please be

You may submit your form and documents by fax or mail (on first page of worksheet) or use the "Submit Documents" option at https://www.stmarytx.edu/admission/financial-aid/forms/ to upload docs.

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