



**2018-2019 Special Conditions Form (Independent Student)**

**Student's Name:** \_\_\_\_\_

**Stonehill ID #:** \_\_\_\_\_

Please complete both sides of this form and return it with the documentation listed below. In addition, please attach a signed letter of explanation.

**LOSS OF INCOME**

**Please check the appropriate box, complete both sides of this form and submit it with the documentation listed below.**

- You or your spouse have been unemployed or unable to work for at least 30 days in 2017, and the lost income is equal to at least 8% of the total family income earned in 2016.
  - Submit this Documentation for this circumstance:
    - A letter from your employer or a copy of the termination which confirms:
      - Last date of employment
      - Average number of hours worked per week
      - Number of weeks worked in 2017; and
    - Total wages earned in 2017 (submit last YTD paystub)
    - Certification of Unemployment Benefits, severance pay, and short term / long term disability
    - Copies of parent and student 2016 W2s and signed 2016 federal tax returns with schedules
    - Copies of 2017 W2s and 2017 federal tax returns with schedules, if completed
- There has been a decrease in your family income since 2016.
  - Submit this Documentation for this circumstance:
    - Copies of last pay stub at original rate and first pay stub at current rate
    - Copies of parent and student 2016 W2s and signed 2016 federal tax returns with schedules
    - Copies of 2017 W2s and 2017 federal tax returns with schedules, if completed
- You had Social Security Benefits, but no longer receive these benefits.
  - Submit this Documentation for this circumstance:
    - Copy of Notice of Termination of Benefits
    - Copies of parent and student 2016 W2s and signed 2016 federal tax returns with schedules
    - Copies of 2017 W2s and 2017 federal tax returns with schedules, if completed

**HIGH OUT OF POCKET MEDICAL EXPENSES**

**Submit this documentation for high out of pocket medical expenses.**

-Copies of your family's 2016 W2s and signed 2016 federal tax returns with schedules, including but not limited to Schedule A. If no Schedule A, please submit copies of receipts and an itemized listing of medical/dental/elder care payments made in 2016 and 2017 showing total expenses not covered by insurance.

**CERTIFICATION AND SIGNATURES**

- Our signatures certify the information reported on this form is accurate to the best our knowledge.
- If any of our projections change, we will immediately notify Student Financial Assistance in writing.
- We understand additional documentation may be requested.
- *Incoming Students:* We understand Stonehill will make every effort to respond to us prior to the commitment deadline. However, in the event we have not received a response, a commitment will be based on the award that was offered.
- We will make arrangements to pay our bill on time and not wait for the outcome of this request for additional financial assistance.

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

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

Return documentation in PDF format to [finaid@stonehill.edu](mailto:finaid@stonehill.edu) (enter Stonehill ID and Student Name in subject line) or mail to Student Financial Assistance, Stonehill College, 320 Washington Street, Easton, MA 02357

**OVER...**

Student Name: \_\_\_\_\_ Stonehill ID #: \_\_\_\_\_

Name of Spouse: \_\_\_\_\_ Who Lost Income or Benefits: \_\_\_\_\_

<b>Taxable Income (Please enter 0 if item does not apply)</b>	<b>Actual Income in Tax Year 2016</b>	<b>Actual/Estimated Income in Tax Year 2017</b>	<b>Estimated Income in Tax Year 2018</b>
Student Wages ( <i>gross amount</i> )			
Spouse Wages ( <i>gross amount</i> )			
Interest/Dividend Income			
Alimony received			
Net income / Loss of Business ( <i>reported on Schedule C</i> )			
Capital Gains/Loss ( <i>reported on Schedule D of 1040</i> )			
Taxable Portions of IRA distributions and Pension/Annuity Withdrawals ( <i>line 15b and 16b of 1040</i> )			
Income from Royalties, Partnerships, Estates, Trusts, rental properties ( <i>schedule E, line 17 of 1040 &amp; Schedule F, line 18 of 1040</i> )			
Unemployment Compensation ( <i>line 19 of 1040</i> )			
Taxable Portions of Social Security ( <i>line 20b of 1040</i> )			
Severance Pay			
<b>**TOTAL INCOME PER TAX YEAR**</b>			
<b>UNTAXED INCOME</b>			
Child Support received ( <i>for all children in this household</i> )			
Short Term / Long Term Disability			
Welfare Benefits ( <i>i.e. TANF, SNAP</i> )			
Untaxed portion of IRA distributions and pensions ( <i>line 15a minus 15b and line 16a minus 16b of 1040</i> ) Do not include rollovers			
Contributions to tax deferred pension / savings plans paid directly or withheld from earnings			
Untaxed Portions of Social Security ( <i>line 20a minus 20b of 1040</i> )			
Workers Compensation			
Veteran non-education benefits, such as Death Pension and Dependency and Indemnity Compensation (DIC), etc.			
Housing, food, or other living allowances paid to members of the military, clergy and others			
Other Untaxed Income ( <i>includes cash received or bills paid on your behalf, not reported elsewhere on this form</i> )			
Tax Exempt Interest			
<b>**TOTAL UNTAXED INCOME PER TAX YEAR**</b>			

*Please complete this form in its entirety and submit with all required documentation listed on the first page. The Special Conditions form cannot be reviewed until all required documents are received.*