
2026-2027 SPECIAL CIRCUMSTANCES APPEAL

Special circumstances may affect your financial aid eligibility and may warrant a review of your aid package. These circumstances may include changes in your family situation since you filed the Free Application for Federal Student Aid ([FAFSA](#)) or circumstances that were not reflected on the FAFSA. Review the appeal categories below, select each category that applies to your situation, and submit the required documentation for every selected category.

Student Information:

Student Name: _____ Student ID: _____

Phone Number: _____ Student Email: _____

Check each box that matches the reason for your special circumstances appeal, then attach the documentation listed for that reason.

☐ **Loss of Income from Employment**

Use this section if the student, spouse, or parent experienced a layoff, termination, or reduction in work hours.

Person who experienced the loss of income (student, spouse, or parent): _____

Date of layoff, termination, or reduction in hours: _____

Receiving unemployment benefits? _____

Received severance pay? _____

Required Documentation:

- Signed statement explaining the circumstances.
- Completed Special Circumstance Appeal Form.
- Copies of all 2025 W-2 forms and the signed 2025 tax return.
- Employer letter confirming the loss of employment or reduction in hours, including the effective date.
- Proof of unemployment benefits, if applicable.

- Documentation of severance pay received, if applicable.

☐ Divorce or Separation

Use this section if divorce or separation occurred after the FAFSA was filed. Parents must live in separate households and provide documentation showing separate residences.

Date of separation or divorce: _____

Required Documentation:

- Signed statement explaining the circumstances.
- Completed Special Circumstance Appeal Form.
- Copies of all 2024 W-2 forms and the signed 2024 tax return.
- Legal separation or divorce paperwork.
- Documentation of spousal support or child support, if applicable.

☐ Death of a Spouse or Parent

Use this section if a spouse or parent passed away after the FAFSA was filed.

Name of individual who passed away: _____

Relationship to student: _____

Date of death: _____

Required Documentation:

- Signed statement explaining the circumstances.
- Completed Special Circumstance Appeal Form.
- Copy of the death certificate.
- Proof of survivor benefits, if applicable.
- Copies of all 2024 W-2 forms and the signed 2024 tax return.

☐ One-Time, Nonrecurring Income

Use this section if your family received one-time income in 2024, such as an inheritance, bonus, IRA distribution, or pension distribution.

A one-time income appeal may be reviewed only **once** during a student's enrollment at Principia College.

Required Documentation:

- Signed statement explaining the circumstances.
- Completed Special Circumstance Appeal Form.
- Copies of all 2024 W-2 forms, 2024 1099 forms, and the signed 2024 tax return.
- Written explanation for any early withdrawal, if applicable.



Excessive Medical or Dental Expenses

Use this section for medical or dental expenses paid by your family that were not covered by insurance or another resource.

Required Documentation:

- Signed statement explaining the circumstances.
- Completed Special Circumstance Appeal Form.
- Copies of all 2024 W-2 forms and the signed 2024 tax return.
- Copy of Schedule A — Itemized Deductions from the federal tax return.
- Supporting documentation showing proof of out-of-pocket payments.
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Important Notes:

- Do not include expenses paid by insurance or another resource.
- Payments made by insurance, unpaid invoices, explanations of benefits, and account statements cannot be considered.

CERTIFICATION

By signing this worksheet, we certify that the information provided is complete and accurate.

Student Signature: _____ Date: _____

Parent Signature: _____ Date: _____

PLEASE SUBMIT THIS FORM TO PRINCIPIA COLLEGE'S STUDENT FINANCIAL SERVICES OFFICE.

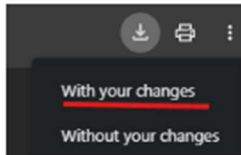
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Follow these steps after opening the form:

1. Fill out all sections
2. Save **with your changes** by using the **top right icon** (don't right-click)

You will see the below option when you select the download/save button in the top right hand corner.



3. Save with changes
4. Save the file on your personal computer
5. Name the file using this format: FIRST_LAST_FAFSA_VERIFICATION.pdf

Additional instructions are available [online](#).