KETTERING UNIVERSITY
SPECIAL CONSIDERATION FORM
2009-2010

Student Name_____ ID#_____
Last Name First Name M.I.

The purpose of this form is to allow you and your parent(s) to submit information that will assist the Financial Aid Office (FAO) in determining your eligibility for financial aid. **Please submit the following documentation with each appeal along with any additional documentation listed in the grid below:**

- **Detailed letter of appeal**
- **2009-2010 Dependent Verification Worksheet http://www.kettering.edu/financialAid/forms.jsp**
- **Signed copies of parent/student 2008 Federal tax returns**
- **Copies of parent/student 2008 W2 forms**

The appeal information will be used to consider changes in your family's financial status and to evaluate 2009 projected income to determine if allowable adjustments can be made that present a more realistic picture of your family's ability to contribute to the cost of education.

PLEASE CHECK THE BOX NEXT TO THE SITUATION THAT APPLIES TO YOUR FAMILY

SITUATION:	DOCUMENTATION REQUIRED
❒ Divorce or Separation	• Copy of divorce decree/separation papers OR evidence of separate living accommodations.
❒ Retirement	• Letter of separation from employer. • Copy of last pay stub showing earnings. • Statement of retirement benefits.
❒ Death of Parent	• Photocopy of death certificate.
❒ Loss of employment (parent)	• Letter of separation from employer. • Copy of last pay stub from both previous and current jobs (if applicable). • Copy of unemployment benefits OR statement of ineligibility.
❒ Loss of other income	• Statement of benefits (e.g. social security). • Letter from parent paying child support or Friend of the Court, including stop date and amounts.
❒ Medical expenses (not included on Federal 1040 Schedule A)	• Medical receipts.
❒ Other	

- Please complete all sections (both sides) of this form. If the answer is zero or not applicable, place a "0" in the appropriate space.

2009 EARNED AND PROJECTED INCOME

Instructions for the parent(s) of dependent students:

- Please complete all 12-month income blocks listed below. If you have no income for a particular item, please write in "0" (zero) in the appropriate space. **If you do not fully complete this form, your review cannot be processed.**
- Report gross income for each month that has passed and estimate income for all remaining months in 2009.

2009 Income	Father's Income From Work (Gross)	Mother's Income From Work (Gross)	Unemployment Compensation Interest/Dividend Income Alimony and Other Taxable Income	Social Security Benefits Aid to Families w/Dep. Children Child Support and Other Untaxed Income
January 2009	$	$	$	$
February 2009	$	$	$	$
March 2009	$	$	$	$
April 2009	$	$	$	$
May 2009	$	$	$	$
June 2009	$	$	$	$
July 2009	$	$	$	$
August 2009	$	$	$	$
September 2009	$	$	$	$
October 2009	$	$	$	$
November 2009	$	$	$	$
December 2009	$	$	$	$
TOTAL	$	$	$	$

Be certain you have completed the following before submitting your appeal to us:

- Provided a detailed letter of appeal that explains how your family's financial status has changed
- Provided copies of required documentation.

STUDENT AND PARENT CERTIFICATION AND SIGNATURE

We affirm that the information on this form and the attached documentation are correct and complete to the best of our knowledge. We agree to the stipulation that Kettering University reserves the right to periodically review any Special Consideration adjustments made due to loss of income.

_____ _____ _____ _____

Student Signature Date Parent Signature Date