

Student Information

Name:	ID/SSN:
Phone:	Email:

X	Reason for requested change (X all that apply)	Attach this required documentation:
	Loss of income due to lay off or termination→	Last pay stub, unemployment forms, lay off notice
	Divorce/Separation→	Final divorce decree/Legal separation Agreement
	Disability of student or spouse→	Disability claim, SSI forms
	Death of spouse→	Copy of Death Certificate
	One-time income (capital gains, etc.)→	Documentation supporting one-time income
	Other (Please explain in detail)→	Any supporting documentation

Please explain your special circumstance in detail-- attach additional sheets if necessary:

Student Signature _____ Date _____

Please allow 3-4 weeks processing time. The deadline for submitting an appeal is November 1st for the fall term, April 1st for the spring term and June 1st for the summer.

For the Financial Aid Office to Complete

Income	Actual 1/01/12 - Today	Estimated Today – 12/31/12	Total
Student's wages, salaries, tips (including severance pay, disability payments and other income from work)			
Spouse's wages, salaries, tips (including severance pay, disability payments and other income from work)			
Other taxable income (include unemployment benefits)			
Total anticipated for 2012			
Excessive Medical or Other Expenses in Relation to Adjusted Gross Income	2011 AGI	Total Expenses	Exp. = what % of AGI
Adjusted Gross Income, Medical Expenses and Percentage of Expenses to AGI			
Total Paid Medical or Other Expenses for 2011			

Notice of Non-discrimination: To provide equal employment, advancement and learning opportunities to all individuals, employment and student admission decisions at Barton will be based on merit, qualifications, and abilities. Barton County Community College does not discriminate on the basis of any characteristic protected by law in all aspects of employment and admission in its education programs or activities. Any person having inquiries concerning Barton County Community College's non-discrimination compliance policy, including the application of Equal Opportunity Employment, Titles IV, VI, VII, IX, Section 504 and the implementing regulations, is directed to contact the College's Compliance Officer, Barton County Community College, Room A-123, Great Bend, Kansas 67530. Any person may also contact the Director, Office of Civil Rights, U.S. Department of Education, Washington, DC 20201.