



Office of Financial Aid
26000 SE Stark St, Gresham OR 97030
FinAid.Mail@mhcc.edu
Phone: 503.491.7262
Fax: 503.491.7379

2023-2024 Special Circumstances Appeal

Student Name: \_\_\_\_\_ MHCC ID Number: \_\_\_\_\_

This appeal may be submitted to request a review of your financial aid eligibility due to changes in your circumstances as described in the categories below. If you are requesting an adjustment due to changes in employment or unemployment income, you must submit a Change in Employment Appeal form.

Only submit this form if:

- You have already completed the 2023-24 FAFSA
You have completed and/or submitted any additional information requested by the Office of Financial Aid
You have NOT already filed this appeal for the 2023-24 year. \*\*Only one appeal may be submitted per award year\*\*

IMPORTANT: Complete all sections of this appeal and attach required documentation. Incomplete appeals will not be reviewed. Submission of this appeal does not ensure a change or increase to your award. Appeals are reviewed regularly and a Financial Aid Advisor will notify you of the result. Please allow up to four weeks for review and processing of this appeal, and be sure to check MyMHCC for any additional information requests or needed documents.

A. INDIVIDUAL REQUESTING APPEAL (check one)

- Parent Special Circumstance
Student/Spouse Special Circumstance

B. APPEAL CATEGORIES & REQUIRED DOCUMENTATION (Check all that apply)

- A typed or handwritten letter of explanation (signed and dated) is required for every appeal category.
One-Time Income: You, your spouse, or parent(s) received a one-time income (other than wages) in 2021 and did not or will not receive that income in calendar year 2022 or 2023 (e.g. 401k rollover, inheritance or gift, etc.).
Loss or Reduction of Benefits: You, your spouse, or parent(s) received income (other than wages) or benefits in 2021 and had a loss or reduction of that income/benefit in calendar year 2022 or 2023 (e.g. child support, disability, etc.).
Marriage / Divorce / Separation / Death: After filing the FAFSA, you or your parent(s) have married, separated, or divorced, OR a spouse or parent has died.
Unusual Debt or Expenses: You, your spouse, or your parent(s) incurred unusual debt or expenses in calendar year 2022 and/or 2023 that has created financial hardship (e.g. medical, dental, legal, dependent care, etc.)
Other: You, your spouse, or your parent(s) has a situation not described in one of the above categories that you would like to have reviewed by the Office of Financial Aid.

[COMPLETE SIGNATURE ON NEXT PAGE]

**I certify that all information reported in this appeal and accompanying documentation is complete and accurate to the best of my knowledge and ability. I understand that any false statement or misrepresentation may be cause for reduction and/or repayment of federal, state or institutional financial aid. I also agree to provide additional documentation of the information provided, if requested by the Office of Financial Aid.**

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*Student Signature*

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*Date*