



Special Circumstance Form

You may request an increase to your financial aid budget in certain limited circumstances. If your request is approved, the Financial Aid Office will increase the amount of your Federal Graduate PLUS loan. If you have an endorser for your Graduate PLUS loan, he/she must be willing to increase the amount.

Directions: Complete and email all documentation to the Financial Aid Office at faid@stcl.edu or drop off in Room 255T. **Submission of this form does not guarantee approval. Incomplete requests that do not contain supporting documentation will be returned.**

A. **Name:** _____
Last First Middle

Student G#: _____

B. **Reason for Budget Increase**

_____ **Paid** medical or dental care expenses _____ One-time computer expense

_____ **Paid** major car repair

C. **Requesting Budget Increase for:** _____ Semester _____ Academic Year

D. **Written Documentation**

Please attach a detailed typed statement of your request for an increase in your budget and attach documentation, i.e., original receipts for car repairs or medical prescriptions.

Student Certification

To the best of my knowledge, the information I am submitting is true. I understand that misrepresentation of facts in connection with this request, whenever discovered, may be sufficient cause for cancellations and/or repayment of financial aid.

Signature

Date

Office of Scholarships & Financial Aid

Room 255T

Email: faid@stcl.edu

Phone: 723-646-1820