



**University of Maryland Eastern Shore**  
**Office of Student Financial Aid**  
 SDC Bldg., Suite 1100  
 Princess Anne, MD 21853

## 2021-2022 Special Condition Application

Student's Name: \_\_\_\_\_ UMES ID#: \_\_\_\_\_

Complete this form if there is a change in your family's circumstances resulting in a significant decrease in income.

Instructions:

- 1.) Select the calendar year in which the change occurred: \_\_\_ 2018 \_\_\_ 2019 \_\_\_ 2020
- 2.) Select the category in the chart below that represents the change in your family's circumstances
- 3.) Attach the required documentation for your chosen category.
- 4.) If the student, spouse, or parent filed a 2019 Federal Tax Return, attach a copy of all 2019 IRS Tax Return Transcripts or a **Signed** paper copy of all Federal Tax Returns (handwritten documents are not acceptable) and W-2 Form(s).
- 5.) Attach a separate page to describe any additional information regarding your family's circumstances.

Circumstance (Only Check One)	Reasons	Required Documentation
___ Loss of Employment	<ul style="list-style-type: none"> <li>• Termination/Layoff from Job</li> <li>• Significant Reduction in Weekly Work Hours</li> <li>• Retirement</li> <li>• Return to School</li> </ul>	<ul style="list-style-type: none"> <li>• Termination notice or resignation acknowledgement from employer</li> <li>• Last pay stub with year-to-date earnings</li> <li>• Benefits statement from Unemployment Office, Social Security Administration, or Pension Agency</li> <li>• Severance pay notice</li> </ul>
___ Loss of Taxable or Untaxed Income	Includes but is not limited to child support, alimony, disability, workers compensation	<ul style="list-style-type: none"> <li>• Documentation of benefits termination with date of change from provider</li> </ul>
___ Divorce or Separation	Parent (or student's spouse if independent) no longer resides in the household due to divorce or separation after the 2021-2022 FAFSA was filed	<ul style="list-style-type: none"> <li>• Copy of divorce decree or legal separation agreement</li> <li>• Proof of separate residences (e.g., lease, utility bill, driver's license) if decree or agreement is not available</li> <li>• Separation Date (MM/CCYY): _____</li> <li>• Child Support and/or Alimony received: amount, frequency (weekly/monthly), and date payments began</li> </ul>
___ Death of Parent or Spouse	Parent or student's spouse (if independent) passed away after the 2021-2022 FAFSA was filed	<ul style="list-style-type: none"> <li>• Copy of Death Certificate</li> <li>• Life Insurance Proceeds</li> </ul>
___ Disability	Student, parent or student's spouse (if independent) suffered total and permanent disability after 2020	<ul style="list-style-type: none"> <li>• Physician signed letter regarding disability length</li> <li>• Last Pay stub with your year-to-date earnings</li> <li>• Monthly disability statement from the SSA</li> </ul>

Certification (Sign in ink)

I/we certify that the information reported on this form to the UMES Office of Student Financial aid is true, correct, and complete. The documentation to support the change in family circumstances indicated above is attached.

\_\_\_\_\_  
Student's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent's Signature\*  
(\*required for Dependent students)

\_\_\_\_\_  
Date