

SPECIAL CONDITION APPLICATION - **INDEPENDENT STUDENT**

**STEP 1:**

Student's Name \_\_\_\_\_  
Student's Permanent Mailing Address \_\_\_\_\_  
Please Print Student's Name \_\_\_\_\_

**STEP 2:**

**Please complete any of the following that apply. At least one of the conditions in A-F must apply or you are not eligible to complete this form.**

A. You (the student) will have 2018 income substantially different from 2016 income due to loss of a job(s). Indicate the reason for the reduction in your employment; Condition could have developed due to retirement:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

B. Your spouse earned money in 2016, but has lost his/her job in 2018. Indicate the dates of unemployment - from \_\_/\_\_/\_\_ to \_\_/\_\_/\_\_; and the reason for the unemployment:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

C. You or your spouse (circle one) earned money in 2016, but has not been able to earn money in the usual way late in 2017 or 2018. This must be the result of either a disability or a natural disaster that happened in 2017 or 2018. Indicate the dates of loss of income - from \_\_/\_\_/\_\_ to \_\_/\_\_/\_\_ and describe the disability or natural disaster: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

D. You or your spouse (circle one) received some untaxed income or benefit in 2016 but have **COMPLETELY** lost that income or benefit late in 2017 or 2018. The untaxed income or benefit must be from a public or private agency, from a company, or from a person because of a court order. (Don't include loss of veteran's educational benefits.) Untaxed income and benefits include:

Court-ordered child support  
 Untaxed retirement or disability benefits  
 Other; please describe \_\_\_\_\_

Indicate: dates of loss of income, from \_\_/\_\_/\_\_ to \_\_/\_\_/\_\_ and the reason for the loss:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\*E. You have already applied for federal student aid and, since that time, you have have gotten separated or divorced. Write in the date you got separated or divorced \_\_\_\_\_. **Please provide supporting documentation.**

\*F. You have already applied for federal student aid and, since that time, your spouse has died. Write in the date that your spouse died: \_\_\_\_\_. **Please provide supporting documentation.**

**\*If you were separated/divorced when you originally applied for financial aid for 2018-19, or your spouse had died prior to that time, this form is not relevant: Stop here and contact our office.**

\*If you are completing this form because you have become separated or divorced, or because your spouse has died after you originally applied for aid, only include information relevant to you throughout this form unless you have remarried. (i.e.: your expected income only, the number of people you will support, and only your share of assets, including expected life insurance benefits, etc.) If you have remarried, provide joint income and asset information.

**STEP 3:**

What is your current marital status?

single  married  divorced  separated  widowed

**STEP 4:**

Who will be a part of your household in the 2018-19 school year?

Number of family members in 2018-19: \_\_\_\_\_ (Write in the total number of people that you (and your spouse) will support between July 1, 2018 and June 30, 2019. Always include yourself. Also include dependent children. Include other people only if they live with you and you provide over ½ of their support and you will continue to provide that support.)

Number of college students in 2018-19: \_\_\_\_\_ (Of the number above, write in the number of family members who will be in college at least ½ time in the 2018-19 school year. Include yourself.)

**STEP 5:**

**Please complete all questions below, even if the answer is \$0:**

I/we will complete the following 2018 tax form:  1040A or EZ  1040  Won't file

Expected 2018 Income

A. Your earnings from Jan. 1, 2018 through **today - provide a current pay stub:**

Your expected earnings from **tomorrow through - 12/31/18:** + \_\_\_\_\_  
Your total expected 2018 earnings: = \_\_\_\_\_

B. Your expected TOTAL 2018 unemployment compensation: \_\_\_\_\_

C. Your spouse's earnings from Jan. 1, 2018 through **today - provide a current pay stub:**

Your spouse's expected earnings from **tomorrow through - 12/31/18:** + \_\_\_\_\_  
Spouse's total expected 2018 earnings: = \_\_\_\_\_

D. Your spouse's expected TOTAL 2018 unemployment compensation: \_\_\_\_\_

E. Other expected taxable income for 2018: \_\_\_\_\_

Include such things as severance pay, interest and dividend income, rents, royalties, partnerships, capital gains, taxable social security benefits, total taxable IRA, pension and annuity distributions, alimony, business or farm income not reported above, etc.

F. Total of A-E: \_\_\_\_\_

This total should not be substantially different from your actual 2018 federal **adjusted gross income**, once your 2018 federal tax return is completed.

Expected 2018 U.S. Income Tax To Be Paid: \_\_\_\_\_

Don't include self-employment, state/local, or social security tax. Also, report your expected year-end tax responsibility, not what will be withheld from your paycheck.

Expected Untaxed Income/Benefits:

In figuring expected untaxed income and benefits for 2018, remember that for each kind of income or benefit below you must add together the amount actually received from 1/1/18 until today and the amount expected from tomorrow until 12/31/18.

Please report a value for all of the following, even if the response is \$0.

Voluntary payments to tax-deferred pension and savings plans (paid Directly or withheld from earnings), which includes payments to IRA/ KEOGH, 401K or 403B programs: \_\_\_\_\_

Tax exempt interest income: \_\_\_\_\_

Untaxed portions of IRA distributions and pensions. Exclude rollovers: \_\_\_\_\_

Child support **received** for all children: \_\_\_\_\_

Housing, food and other living allowances paid to members of the military, clergy, and others (including cash payments and cash value of benefits): \_\_\_\_\_

Money received, or paid on your behalf (e.g., bills paid) not reported elsewhere: \_\_\_\_\_

Veteran's noneducational benefits such as Disability, Death Pension, or Dependency and Indemnity Compensation (DIC): \_\_\_\_\_

Any other untaxed income and benefits not reported elsewhere such workers' compensation, untaxed portions of retirement benefits, disability, etc. \_\_\_\_\_

**DON'T INCLUDE:**

\*taxable income or any income reported elsewhere on the form

\*money from student financial aid

\*veteran's benefits for education (GI Bill, Dependents Educational Assistance Program, or VA Contributory benefits).

\*money to be paid into tax-sheltered or deferred annuities or "rollover" pensions

\*untaxed combat pay

\*flexible spending arrangements (e.g., cafeteria plans)

\*untaxed Social Security benefits

\*welfare benefits (including food stamps or housing subsidies)

**STEP 6:**

Amount of child support to be **PAID OUT** in 2018 by you/your spouse. (Not to be confused with amount to be **RECEIVED** in 2018.) Please provide the full name of the child(ren) for whom support will be paid, the age of each child, and the amount to be paid in 2018: \_\_\_\_\_

Is the child(ren) included in the family size in Step 4 above? \_\_\_\_\_

(Child for whom support paid can't be included in family size; if included in family size, must eliminate support paid).

Amount of Education Tax Credits that you expect to take in 2018: \_\_\_\_\_

Taxable earnings from Federal Work Study or other need based work programs expected in 2018: \_\_\_\_\_

Student grant, scholarship, fellowship and assistantship aid, including AmeriCorps, **that will be reported to the I.R.S. in 2018 in your adjusted gross income:** \_\_\_\_\_

Combat pay or special combat pay. Only enter the amount that was taxable and included in your adjusted gross income. \_\_\_\_\_

**STEP 7:**

**YOUR ASSETS**

Add up all the money you/your spouse have today in cash, savings accounts, and checking accounts: \_\_\_\_\_

If you own other real estate or have investments: (If you don't, write in \$0. Don't include the value or debt of your home if it is the primary place of residence.)

What are they worth today? \_\_\_\_\_

What is owed on them? \_\_\_\_\_

If you own a business: (If you don't, write in \$0. Don't include the value of a small business that you own that has fewer than 100 full time employees.)

What is your share worth today? \_\_\_\_\_

What is owed on your share? \_\_\_\_\_

If you own a farm: (If you don't, write in "0")

What is your share worth today? \_\_\_\_\_

What is owed on your share? \_\_\_\_\_

If you have ownership in a farm, do you live on that farm, and will you claim on Schedule F of your 2018 tax return that you "materially participated in the farm's operation"?

\_\_\_ Yes \_\_\_ No

**STEP 8:**

Please list any other circumstances you would like us to be aware of, or provide explanation of any information you have reported:

**STEP 9:**

Certification: All of the information on this form is true and complete to the best of my knowledge. If asked by an authorized official, I agree to give proof of the information that I have given on this form.

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Signature of Student's Spouse

Date Completed: \_\_\_\_\_

**SPECIAL NOTE:** You may be required to submit a copy of your actual 2018 federal tax return once it is completed, to verify the accuracy of the information reported on this form. It is therefore important that you make this information as accurate as possible. Any state, federal, or institutional aid awarded based on the information provided on this application may be revoked if actual figures differ significantly from those provided, or if you fail to submit the requested 2018 tax return.

Upon completion, mail this form to: Office of Financial Assistance  
Buena Vista University  
610 West 4<sup>th</sup> Street  
Storm Lake, Iowa 50588

If you have questions, please call: 1-800-383-2821 ext.2164