

Office of Financial Aid  
**Student Request for Change of Circumstance  
 Separation or Divorce 2020-2021**



**STUDENT INFORMATION**

Student Name:	Student ID:
Student Address:	Student Date of Birth:
City, State, Zip:	Student Email:
Student Phone:	Student Alternate Phone:

**DOCUMENTS REQUIRED FOR DIVORCE**

- Copies of signed 2018 Federal Tax Return.
- Copies of **ALL** W2's for tax payers listed on the Tax Return **OR** 2018 Wage & Income statement for both.
- Copy of divorce paperwork **OR** letter from attorney on letterhead.

**DOCUMENTS REQUIRED FOR SEPERATION**

- Copies of **ALL** W2's for tax payers listed on the Tax Return **OR** 2018 Wage & Income statement for both.
- Copy of divorce paperwork **OR** a letter from attorney on letterhead.
- Reference Letters: You must attach a statement from a third party (not a relative or a friend) who can confirm the separation, in their professional capacity on their business letterhead. For example: a pastor, marriage counselor or a landlord can provide such a letter. A notarized letter on your behalf is *not* acceptable evidence.
- Special Documentation: Any documentation requested by the Office of Financial Aid.

**INDEPENDENT STUDENTS**

Date of Marriage:	Date of Separation:
Spouse's Name:	Spouse's last 4 of SSN:

**DEPENDENT STUDENTS**

Parent 1 Name:	Parent 2/ Step-Parent's Name:
Parent 1 Last 4 of SSN:	Parent 2/ Step-Parent's Last 4 of SSN:
Parent 1 Phone:	Parent 2/ Step-Parent's Phone:
Date of Marriage:	Date of Separation:

NEW HOUSEHOLD SIZE			
<i>Household members that receive more than 50% of their financial support by you or your parent (if Dependent)</i>	<i>Age</i>	<i>Relationship to you</i>	<i>List college if member is enrolled in 6 credit hours or more</i>
		Self	Grayson College

SIGNATURE		
<p>I understand in applying for a change of circumstance:</p> <ul style="list-style-type: none"> <li>➤ Additional documentation may be requested.</li> <li>➤ Process may take 2-3 weeks.</li> <li>➤ Incomplete requests will not be processed.</li> </ul> <p>By signing this form, I agree to provide information that will verify the accuracy of my situation. If I purposely give false or misleading information, I understand I will be referred to the Department of Education Inspector General. If I purposely give false or misleading information in order to qualify for Title IV funds, I understand I may be fined \$20,000, sent to prison or both.</p>		
Student Printed Name:	Student Signature:	Date:

FINANCIAL AID OFFICE USE ONLY			
SAP: Good / AP / Warn / Susp.	EFC	COA: 4.5 / 9 / 12	
Independent / Dependent:	Docs Complete: Y / N	FAO:	Date:

Grayson College Financial Aid Office • 6101 Grayson Drive, Hwy 691 Denison, TX 75020-8299  
 Email to: [financialaid@grayson.edu](mailto:financialaid@grayson.edu) • Fax to: 903.463.3908

Students are REQUIRED to use their GC canvas account or their GC email account for all electronic communication. GC faculty and staff will not reply to student communication that is sent through an email account other than their GC issued email account or canvas account in order to ensure the identity of the student when communicating electronically.