



# WESTMONT

## 2023-2024 Special Circumstances Request

### STUDENT INFORMATION

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\_\_\_\_\_  
Last Name                                      First Name                                      M.I.                                      Westmont ID Number or Last 4 digits of Social Security Number

\_\_\_\_\_  
E-mail Address                                      Student's Cell Phone

### GENERALLY REQUIRED DOCUMENTATION

All requests **must** include:

- 2023-2024 Verification Worksheet
- 2021 signed copies of Parent and Student Federal Income Tax Returns
- 2021 W-2 Form(s)

### SUPPLEMENTAL DOCUMENTATION

Please select the option(s) below that best fits your circumstance and include **all** of the supplemental documentation listed in addition to the documents listed above. **Please also include a signed letter explaining your special circumstance.**

#### LOSS OF EMPLOYMENT OR REDUCTION IN EMPLOYMENT/INCOME

- Signed copy of the 2022 Tax Return and 2022 W-2 Form(s).
- 2023 Projected Income. Please include estimates of all income, including (but not limited to): income earned from work, interest income, rental income, unemployment or retirement income, account distributions, etc.
- Copy of documentation relevant to your reduction in income, lay off, or unemployment.

#### MEDICAL EXPENSES PAID IN 2022

- Itemized list of "out of pocket" medical expenses incurred in 2022. Please do not include health insurance premiums.

#### ONE-TIME INCOME RECEIVED IN 2021

- Please indicate the nature of the income that you do not expect to receive again. Attach any relevant documentation.

### SIGNATURE

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By signing this worksheet, we certify that all the information is complete and correct:

\_\_\_\_\_  
Student's handwritten signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent's handwritten signature

\_\_\_\_\_  
Date

**Submit this completed form to:**

**Westmont College  
Student Financial Services  
955 La Paz Road  
Santa Barbara, CA 93108  
Email: [studentfinancialservices@westmont.edu](mailto:studentfinancialservices@westmont.edu)**

**Questions? Call our Student Financial Services Help Line at (888) 963-4624.**