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## UNUSUAL MEDICAL EXPENSES

**IMPORTANT: Only submit this form if you meet the Special Circumstance listed above. You will need to submit all of the documentation listed under the Required Documentation box (next page) in order for TCNJ to process your request.**

### A. Student's Information

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Student's Last Name	Student's First Name	Student's M.I.	PAWS ID
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### B. Instructions:

Before petitioning for a Special Circumstance, a completed 2025-2026 Free Application for Federal Student Aid (FAFSA) must be on file with the Financial Aid Office at TCNJ.

Newly admitted students will not be evaluated for a Special Circumstance until after their deposit has been paid.

Returning students can begin to submit their information after May 1 of the year for which they will be applying for aid.

In addition to submitting the information for the chosen Special Circumstance category, TCNJ must verify the data you provided on your FAFSA. Therefore, all students are required to submit the following documents:

- If the student, spouse (if applicable), or parent filed a 2023 Federal Tax Return, attach a copy of the 2023 **IRS Tax Return Transcripts or a signed "home copy" of your tax return** along with all W-2 Form(s). Please copy and paste the following link on your browser for instructions on how to request a Transcript, if needed:
  - <https://www.irs.gov/individuals/get-transcript>
- Dependent students must complete a Dependent Verification Form. Independent students must complete an Independent Verification Form. These forms are located on our website. Please copy and paste the following link on your browser to access the forms:
  - <https://financialaid.tcnj.edu/forms/verification-forms/>
- A personal statement from the student/parent detailing the circumstance. Please be specific.

**You must submit this form ALONG WITH all the required documentation. Incomplete submissions will not be evaluated. Please call us at (609) 771-2211 with any questions.**

Student's name: \_\_\_\_\_ PAWS ID: \_\_\_\_\_

**C. Special Circumstance Certification:**

Review and complete the information below.

Circumstance	Reason	Required Documentation
Unusual Medical/Dental Expenses	Medical/Dental expenses not covered by insurance that were paid in 2023 and were within allowable IRS guidelines.	<ul style="list-style-type: none"> <li>• 2023 Tax Return Transcript with Schedule A or "home copy" of tax return with Schedule A</li> </ul> <p><i>*Please note: If you did not file a Schedule A with your tax return, we cannot process this Special Circumstance.</i></p>
<p>The formula to calculate Unusual Medical/Dental expenses for the 2025/2026 academic year per the State of NJ guidance will be as follows:</p> <ol style="list-style-type: none"> <li>1. Total Medical/Dental Expenses from Schedule A of the tax return</li> <li>2. Minus 7.5% of the total taxed/untaxed income reported on the FAFSA</li> <li>3. The difference is the amount used to reduce the AGI for reevaluation/eligibility purposes.</li> </ol>		

**D. Certification and Signature**

By signing this worksheet I certify that all of the information reported on it is complete and correct.

**WARNING: If you purposely give false or misleading information on this worksheet, you may face TCNJ disciplinary action, be fined and sentenced to jail.**

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

\_\_\_\_\_  
Date

**STOP! You must submit this form ALONG WITH all of the required documentation. Incomplete submissions will not be evaluated. Information can be submitted via e-mail, fax or USPS mail. We suggest you put your name and PAWS ID on all submitted documents.**

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