



2026-2027 Dependent Student Reconsideration Request Form

Student's Last Name

First Name

M.I.

MMC ID Number

Email address

If none of the circumstances outlined below identify your situation, do not complete this form. Please submit a detailed letter to our CSS Dropbox explaining your circumstances.

You must have your 2026-2027 processed FAFSA on file with our College and must include the following documents with this reconsideration form:

- A 2026-2027 [Dependent Verification Worksheet Form](#)
- Successful FTI Income transfer, or a Copy of Parents 2024 IRS Tax Return Transcripts (if filed), or copy of ink signed federal tax return with all schedules & 2024 W2s for Parents (if wages earned)
- Successful FTI Income transfer, or a Copy of Students 2024 IRS Tax Return Transcripts (if filed), or copy of ink signed federal tax return with all schedules & 2024 W2s for Student (if wages earned)
(An IRS Tax Return Transcript can be requested through: <https://www.irs.gov/individuals/get-transcript>)

Also provide the additional documents, based on your *Special Circumstance*, listed below:

☐ **Loss of income due to loss of employment or disability:**

- A copy of letter that notes the last date of employment on company letterhead and signed by a company official
- A copy of the last pay stub and notice of severance/pay out (if applicable)
- A copy of the unemployment benefits statement including the amount of payments remaining
- A copy of disability benefits receipt (if applicable)

Complete the following table:

	2025 Income	2026 Estimated Income (January- December)
Adjusted gross income		
Parent 1 income from work		
Parent 2 income from work		
Other income		
Unemployment benefits		
Disability Benefits		
Total:		

(Please attach all wage, benefit statements and IRS tax transcripts to document information provided for the years listed above)

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☐ **Loss or decrease in parental income through separation/divorce:**

- A copy of the separation agreement or letter from attorney stating the earliest date of parents' separation or a copy of the divorce decree
- If the separation is not yet legal, submit proof that parents are living in separately such as lease and utilities statements
- Provide documentation that identifies each parent income (w2 forms), gross distributions (IRA etc)

☐ **Loss of income due to death of parent:**

- A copy of the death certificate of the deceased parent
- Copy of 2024 tax return with schedules and W2's forms

☐ **Parental expenses for private school (elementary or secondary school) tuition paid in 2025 for children other than MMC student:**

- A copy of the 2025 tuition bill OR a statement on school letterhead, signed by school official outlining the amount of tuition paid in 2025

☐ **Parents' unreimbursed medical/ dental expenses:**

- 2025 Schedule A from parent's tax return OR copies of all **unreimbursed** 2025 medical or dental bills

☐ **Lump sum cash out of IRA funds that inflated Adjusted Gross Income:**

- Copy of 1099R form for IRA distribution

All documents must be submitted through our CSS Dropbox:

Upload your personal documents securely. Follow these simple steps:

Before uploading, please make sure the **student's full name and MMC ID number** are included in the **filename** and on all documents submitted.

1. Go to MMC webpage click on "Offices & Services"
2. Click on the Center for Student Services
3. In the side bar buttons click on "CSS Document Dropbox"

So safeguard your personal information, it is preferable for you to submit your documents through the dropbox rather than to mail, fax or email. This is insecure and puts your personal information at risk.