

**Mitigating Circumstances Form**

By filling out the following fields and uploading this form to the [document portal](#), you are attesting that you have mitigating circumstances for the listed term. You understand the Department of Veterans Affairs may ask you to provide further evidence and that you can and will provide evidence as requested by the Department of Veterans Affairs.

If you have any further questions you can contact us at:     Mount Vernon: [mv.vets@skagit.edu](mailto:mv.vets@skagit.edu)  
Whidbey Island: [wic.veteran@skagit.edu](mailto:wic.veteran@skagit.edu)

**Student Information:**

Full Name: \_\_\_\_\_ Student ID Number: \_\_\_\_\_

Today's Date: \_\_\_\_\_

I am notifying you of mitigating circumstances for:

Summer  Fall  Winter  Spring quarter of \_\_\_\_\_ (year)

**Mitigating Circumstances Claimed:**

- An illness or death in your immediate family.
- An illness or injury afflicting you during the enrollment period.
- An unavoidable change in your conditions of employment.
- An unavoidable geographical transfer due to your employment.
- Immediate family or financial obligations beyond your control requires you to suspend pursuit of your program of education to obtain employment.
- Discontinuance of the course by the school.
- Unanticipated active military service, including active duty for training.
- Unanticipated difficulties with childcare arrangements for the period during classes.

**Please note: The Department of Veterans Affairs will contact you through mail to continue this process. Please call 1-888-442-4551 if you need to update your mailing address to ensure you receive this information.**