



Student Name: \_\_\_\_\_ Student ID# \_\_\_\_\_

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## 2021-2022 DEPENDENCY OVERRIDE REQUEST

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Often unmarried students who are under the age of 24 are required to provide parental data on the Free Application for Federal Student Aid (FAFSA). They are referred to as dependent students. However, dependent students with unusual circumstances may appeal to the Office of Financial Aid for a dependency override. A dependency override would allow the student to be considered an independent student (for financial aid purposes only) and exempt the student from providing parental data on his/her FAFSA.

Annually, and on a case-by-case basis, the Office of Financial Aid may permit a dependency override for otherwise dependent students with unusual circumstances.

Conditions which **qualify** for a dependency override include students, under the age of 24, who cannot rely on parental support from either parent because each parent meets one of the following criteria:

- Parent is deceased
- Parent is incarcerated
- Unusual parental circumstances (e.g., parent's whereabouts are unknown, abusive family environment, abandonment by parent, etc.)

Conditions, singly or in combination, that **do not qualify** for a dependency override include:

- Parents refuse to contribute to the student's education
- Parents are unwilling to provide information on the FAFSA or for FAFSA verification
- Parents do not claim the student as a dependent for income tax purposes
- Student demonstrates total self-sufficiency

Dependency override requests are reviewed on a case-by-case basis and require a letter of explanation and supporting documentation. You must submit **all** required documentation for the Dependency Override Request to be reviewed. **NOTE: You are required to complete the verification process prior to processing your Dependency Override Request.**

Step 1: You **MUST**: Attach a typed explanation of your exceptional circumstance. Your explanation should be clear and concise, signed, dated and must include a complete history of:

- Your relationship with your biological and/or legally adoptive parents- include their first and last names, when you last spoke with each parent, and last known address.
- Specific dates of events that caused your separation from your parents- include how long you have been separated from your parent(s) and your current address/phone number.
- Where you have lived since separation from your parents-include how long you have lived at each address
- How you have supported yourself while living apart from your parents



Step 2: You **MUST** provide two signed and dated letters from professionals (on their letterhead) or non-professionals documenting their first-hand knowledge of your exceptional circumstance. Each letter must include the writer’s contact information including their phone number

- Examples of professionals include clergy, counselors, social workers, police, physicians, etc.
- Examples of non-professionals include family members, neighbors and close friends of the family
- If you currently live with a family member or close friend, one of your non-professional letters should be from this person

The Appeals Committee may contact your references for additional clarification of your situation. Requests submitted without above required documentation will not be considered.

By signing and dating this form, I acknowledge that I understand completion of this request does not ensure a change in dependency status or receipt of additional financial aid. I also understand that if I intentionally make false statements or misrepresentations, I may be fined, sentenced to jail or both. I understand that the decision of the Appeals Committee is final and cannot be appealed.

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Student Signature

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Date