

2023-2024 DEPENDENCY STATUS APPEAL FORM

Federal regulations require students who cannot answer ‘yes’ to one of the questions in Step Three of the Free Application for Federal Aid (FAFSA), to provide the biological/adoptive parents’ information and signature when completing the FAFSA. Such students are DEPENDENT for financial aid purposes. A Financial Aid Administrator may authorize a Dependency Status Override ONLY if a student can document, via a third party with knowledge of the circumstances, **extremely** unusual family circumstances that include, but are not limited to: abandonment, an abusive family environment that threatens the student’s health or safety, or the student being unable to locate parents. This determination must be confirmed every award year. Students seeking a dependency override MUST request an appointment with a Financial Aid Administrator.

EXTREME FAMILY CIRCUMSTANCES DO **NOT** include:

1. The student does not reside with the parent(s)
2. The parent(s) live in another country
3. The student and parent “do not get along”
4. The parent does not claim the student as a tax exemption
5. The parent does not support the student or believe it is a parental responsibility to pay for college
6. The parent and/or step-parent are unable and/or are unwilling to provide information, to sign the FAFSA, and/or assist in paying for college.
7. The student is self-sufficient

If you are requesting a Dependency Status Override based on one of the reasons listed above, you are a dependent student and should not complete this form. If you believe your situation qualifies as an EXTREME CIRCUMSTANCE, **WHICH YOU CAN DOCUMENT**, you may complete the bottom portion of this form. Bring the completed form, along with ALL REQUIRED DOCUMENTATION (listed in A-D below) to YOUR SCHEDULED APPOINTMENT WITH A FINANCIAL AID ADMINISTRATOR.

Student Name _____ Student CWID _____ Phone _____

- A. A signed statement from the student providing a detailed explanation of the extreme circumstances. A letter from a friend or relative who is familiar with the situation may accompany the student’s letter.
- B. Police reports, court orders, records of court proceedings, restraining orders, detailed letters from doctors, lawyers, counselors, teachers and/or respected officials of the community etc., confirming the specifics identified in the student’s statement. These dated, signed letters must be on letterhead and include the profession of the author. This is considered official third party/objective documentation. Two forms of third party/objective documentation are requested. If only one form of official third party/objective documentation is submitted, *the Financial Aid Administrator will determine, on a case-by-case basis, if that documentation is acceptable.*
- C. A copy of your 2021 Federal IRS Tax Return Transcript (include all W-2’s) if you are legally required to file a Tax Return. Submit a copy of all your W-2 forms if you worked in 2021 even if a Tax Return is not filed.
- D. Report all other sources of income received in 2021 that were not listed on your 2021 Federal Income Tax Return. Indicate the amount and the source of such income/support, including assistance from relatives/friends, interest income, Social Security, SSI, Welfare, etc.

Amount \$ _____ Source _____
Amount \$ _____ Source _____

I certify that all of the information provided on this form and all of the accompanying documentation is accurate and through. I understand that if I have not submitted all of the required documentation (A-D), my request cannot be reviewed or processed.

Student Signature _____ Date _____