



2016-2017 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 Student 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 **THOROUGHLY DOCUMENTS EXTREME FAMILY CIRCUMSTANCES SUCH AS INCARCERATION OF PARENT OR VIOLENT ABUSIVE PARENTAL BEHAVIOR. This determination must be confirmed every 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; or out of state
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 unwilling to provide information, to sign the FAFSA, and/or to assist in paying for college.

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 this completed form, along with **ALL REQUIRED DOCUMENTATION** (listed in A – D below) **TO YOUR SCHEDULED APPOINTMENT WITH A FINANCIAL AID ADMINISTRATOR.**

Student Name: _____ Banner ID: 855 _____ Phone: _____

Letters A – D (below) specify the REQUIRED documentation!

- 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 official 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 signed copy of your **2015 Federal Tax Return** (include all pages, schedules, and W2s) if you are legally required to file a Tax Return. Submit a copy of **all** your W2 forms if you worked in 2015 even if a Tax Return is not filed.
- D.** Report all other sources of income received in 2015 that were not listed on your 2015 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. **INPUT 0 IF APPLICABLE. DO NOT LEAVE BLANK.**
- a. Amount \$ _____ Source: _____
- b. Amount \$ _____ Source: _____
- c. Amount \$ _____ Source: _____

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

Student's Signature: _____ Date: _____

Student Name: _____ Banner ID: 855 _____

FOR OFFICE USE ONLY Appeal has been: ☐ approved ☐ tabled (see below) ☐ not approved

- Complete on RRAAREQ with INDE17 = C
- Send email to S. Ruppel that Override has been completed

Administrator's Signature: _____

Comments:
