



# WILLIAM PATERSON UNIVERSITY

FINANCIAL AID OFFICE  
300 POMPTON ROAD • WAYNE • NEW JERSEY 07470-2103  
PHONE: 973-720-3945

## 2018-2019 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 **2016 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 2016 even if a Tax Return was not filed.
- D. Report all other sources of income received in 2016 that were not listed on your 2016 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 INDE19 = C
- Send email to S. Ruppel that Override has been completed

Administrator's Signature: \_\_\_\_\_

Comments:

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