



## Dependency Override Request Form 2023-2024

*Please TYPE Responses*

Student Name

Student ID #

Parental information is required to be reported on the Free Application for Federal Student Aid (FAFSA) for all dependent students. If you are a dependent student that is unable to provide parental data due to a unique circumstance, you may request a Dependency Override by completing this form. If approved, you will be considered an independent student for the 2023-2024 academic year and will not be required to provide parental information. This override only applies to the 2023-2024 academic year. Students must re-apply each academic year they would like to request an override. To determine your financial aid eligibility, please complete this form and provide ALL required documentation. Requests received without ALL required documents will not be reviewed.

### STEP 1: STUDENT'S PERSONAL STATEMENT

Please describe in detail your relationship with **BOTH** of your parents (biological or adoptive) and the reason(s) why you are unable to provide their information on your FAFSA. Include the last time you had contact with each parent (i.e., when, where, and the nature of the contact) and indicate where and with whom you have been living over the past year. If you need more space, attach a separate page with the student's name and ID number at the top.

### STEP 2: UNUSUAL PARENTAL CIRCUMSTANCE

Check the appropriate unusual circumstance for each parent (biological or adoptive).

Circumstance	Parent 1	Parent 2
Parent is Deceased	<input type="checkbox"/>	<input type="checkbox"/>
Parent is Incarcerated	<input type="checkbox"/>	<input type="checkbox"/>
Unusual Parental Circumstance	<input type="checkbox"/>	<input type="checkbox"/>

### STEP 3: REQUIRED DOCUMENTATION

Based on the unusual circumstance selected, please provide the required documentation below:

- Parent Deceased:** copy of the parent's death certificate.
- Parent Incarcerated:** documentation that verifies the parent is incarcerated and lists their anticipated release date.
- Unusual Parental Circumstance:** attach detailed statements from **two** (2) third party professionals who have **first-hand knowledge** of your unique circumstances and can attest to your relationship with **BOTH** of your parents and/or their whereabouts (i.e., therapist, school counselor, social worker, clergy members, employer, police, etc.). Statements should be **signed in ink** and must include valid contact information (i.e., letterhead, phone number, email address, etc.).

### STEP 4: SIGNATURE & CERTIFICATION

Signing below certifies that all information reported on this form is accurate and complete and all required documentation is attached. Submitting a request form does not guarantee approval. If request is denied, student is required to provide parental information on the FAFSA to determine eligibility.

Student Signature

(See signature instructions in portal)

Date