



Dependency Override Request Form 2024-2025

Please TYPE Responses

Student Name: _____

Phone Number: _____

Student ID: _____

Personal Email: _____

The submission of parental details is a mandatory part of the Free Application for Federal Student Aid (FAFSA) for all dependent students. If you have experienced exceptional circumstances that prevent you from providing this information, you have the option to seek a Dependency Override by completing this form. If approved, you will be considered an independent student for the 2024-2025 academic year, exempting you from the requirement to submit parental data. This override is valid solely for the 2024-2025 academic year. A new application must be submitted for each subsequent year you wish to obtain an override. To evaluate your financial aid eligibility, ensure that you complete the form in its entirety, attach ALL required documents, and upload it to your [Financial Aid Student Portal](#). Incomplete submissions lacking supporting documentation will not be processed. For more information, visit [FAFSA Dependency Status](#).

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

Provide the required documentation based on the unusual circumstance selected:

- 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 the request is denied, the student is required to provide parental information on the FAFSA to determine eligibility.

Student Signature: _____

Date: _____