

## 2024-2025 Request for Dependency Override

This form should be used as a guide for students requesting a change in financial aid status from dependent to independent. Complete documentation must be submitted with this form for financial aid to determine if a change of status is warranted. Documentation requirements are explained below. Upload this worksheet via your Student Financial Aid Portal. This form can also be faxed or mailed.

**Instructions:** Check the box next to the statement that best describes your current situation. You must submit a detailed letter explaining your situation along with acceptable documentation.

**Student Name:** \_\_\_\_\_ **UIN:** \_\_\_\_\_

\_\_\_ I am unable to be supported by my family because of physical abuse, emotional abuse or drug/alcohol abuse. **Documentation may include:**

1. A letter (on official letterhead) explaining the situation in detail from a clergy, social worker, psychologist, high school counselor, teacher, doctor or other counseling professional.
2. Police reports.
3. Other documentation from a social agency.
4. Court documents.

\_\_\_ My custodial parent is deceased and I have had no contact with my living parent (including financial support) for a significant period of time. **Documentation may include:**

1. A copy of the death certificate for the deceased custodial parent.
2. Documentation of the custodial relationship (i.e., student birth certificate, a court document, copy of the divorce decree or other viable evidence that the deceased was the custodial parent); **and/or**
3. Letter(s) from an objective third party which supports the claim of not having lived with the non-custodial parent (nor received financial support from that parent) for a significant amount of time.

\_\_\_ The student is a political refugee/eligible non-citizen. **Documentation must include:**

1. Immigration and Naturalization Service (INS) documentation verifying the student's status.
2. Other documentation to confirm that the parents are not living in the United States and are unable to provide support.

\_\_\_ I have other Special Circumstances. **Documentation must include:**

1. A written explanation that details the situation with your parents. Additional documentation will be determined by financial aid.

**Student Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_