



# Dependency Status Appeal Form

## Student Information

STUDENT'S FULL LEGAL NAME _____		KU ID# _____	
ADDRESS _____	CITY _____	STATE _____	ZIP CODE _____
PHONE NUMBER (INCLUDE AREA CODE) _____	DATE OF BIRTH _____	EMAIL ADDRESS _____	

Under federal guidelines, most undergraduate students are considered dependent on their parents, and financial aid eligibility is calculated using parent financial information. However, a student may have extenuating circumstances that require consideration for independent status. You are already considered an independent student if you can answer "yes" to one of the 13 dependency questions on the FAFSA.

Allowable reasons for a dependency appeal include such situations as **physical or emotional abuse, severe estrangement, abandonment, parental drug or alcohol abuse, mental incapacity**, or other **irreconcilable differences** within the family.

If you feel your situation meets one of these criteria, we encourage you to submit a dependency appeal. Please allow a minimum of **two** weeks for appeal processing.

In addition to this form, the following items are required for the appeal:

1. A **signed, detailed** letter from you, the student, explaining the extenuating circumstances, including your relationship with either your **biological or adoptive parents**.
2. **Two separate** letters from an independent 3<sup>rd</sup> party source (i.e. guidance counselor, teacher, social worker, medical authority, clergy, court, government agency) who can attest first-hand to your circumstances. This letter must include as much detail as possible.
3. If you cannot provide a letter from an independent source, please explain why in your appeal letter. You may then submit a signed letter from another source in its place.

If you require assistance to determine what documentation is appropriate, please contact our office.

Please keep in mind that any of the following are not considered extenuating circumstances or merit a dependency appeal:

- Parent(s) refuse to contribute to the student's education
- Parent(s) unwillingness to provide information on the FAFSA or for verification
- Parent(s) do not claim the student as a dependent for income tax purposes
- Student demonstrates total "self-sufficiency"

**\*\*IMPORTANT – PLEASE READ\*\***

If you have **not** already filed your Free Application for Federal Student Aid (FAFSA), you must do so at <https://studentaid.gov/>. We encourage you to transfer (if possible) your 2019 tax information using the IRS Data Retrieval Tool in the financial aid information section of the FAFSA. To be considered for maximum financial aid, **Kutztown University's priority filing date for filing the FAFSA is**

In the Dependency Status section of the FAFSA, answer the dependency questions and then **indicate on the following question that you have a special circumstance and cannot provide parent information**. When you submit the FAFSA, it will not calculate an expected family contribution (EFC). It will show as a rejected FAFSA (on hold) awaiting dependency override approval. Please disregard to do list items showing "reject" while your file is on hold. If the dependency appeal is approved, our office will update the FAFSA allowing the EFC calculation. You will then receive an email of confirmation the dependency override has been approved.

I certify that the information submitted is true and correct to the best of my knowledge and belief. If asked by an authorized official, I agree to provide additional proof of the information provided on this form. I understand that purposefully providing false or misleading information on this form may result in reduction or repayment of aid, fines and/or imprisonment in this and/or future years.

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

The review process will begin once all required documentation is received by Financial Aid Services. If approved, a correction will be submitted to FAFSA on your behalf authorizing independent status. Approval of dependency override does not guarantee the same status in future years. A dependency override must be recertified every year.

Note that Kutztown University is not required to approve dependency overrides, and if the financial aid administrator determines that an override is not warranted, the decision is final and cannot be appealed to the U.S. Department of Education.