NORTHEAST STATE

We're here to get you there

Financial Aid Office

DEPENDENCY OVERRIDE REQUEST

Student Name: _____ Student ID: _____

Address: _____ Phone Number: _____

Street

_____ Email Address: _____

City State Zip

Section 480(d) of the Higher Education Act (HEA), defines an independent student as someone who meets one of the eight criteria specified in the HEA and reflected on the Free Application for Federal Student Aid (FAFSA) or is a student for whom a financial aid administrator makes a documented determination of independence by reason of other unusual circumstances.

The Higher Education Act allows an aid administrator to make dependency overrides on a **case-by-case** basis for students with unusual circumstances. **NONE** of the conditions listed below, singly or in combination, qualify as unusual circumstances or merit a dependency override:

1. Parents refuse to contribute to the student's education;
2. Parents are unwilling to provide information on the FAFSA or for verification;
3. Parents do not claim the student as a dependent for income tax purpose;
4. Student demonstrates total self-sufficiency.

If you can document why you should be considered independent for some unusual reason, you may request a dependency override. Please check reason for request:

___ 1. Voluntary or involuntary removal from parents' home due to an abusive situation that threatened the student's safety and/or health

___ 2. Incapacity of parents such as incarceration or a disability or mental or physical illness

___ 3. Inability of the student to locate the parent(s) after making reasonable efforts

___ 4. Other extenuating circumstances sufficiently documented by a signed letter from a third party.

Acceptable documentation could be a court order, police report, legal document or a letter from clergy, high school guidance counselor or teacher and relative that is aware of your situation.

You must complete the Free Application for Federal Student Aid (FAFSA) and submit it along with copies of any information used to complete it (such as income tax returns, W-2's, and documentation of untaxed income). If your FAFSA has already been submitted to the Department of Education, make sure Northeast State's school code (005378) was on it so they can transmit your processed information to us.

PLEASE COMPLETE THIS FORM AND ATTACH YOUR WRITTEN EXPLANATION AND DOCUMENTATION.

Due to the high volume of work in August and January, a decision may take up to 30 business days. **(This request will not be processed if supporting documentation is not attached). You will be notified via Northeast State email or letter of the decision regarding your request.**

The law also requires that a determination of unusual circumstance(s) must be made each award year. **A determination of independence in one award year does not mean that you would automatically be an independent student in a subsequent award year. You must request the dependency override in the subsequent year again if you are not automatically an independent student according to FAFSA criteria**. The Financial Aid Office must affirm that the conditions for determining you to be independent continue to exist and continue to make expecting a parental contribution inappropriate.

By signing this statement, I certify that all information submitted is true and correct to the best of my knowledge. Misrepresentation of information may result in repayment of federal and state financial aid received.

Student's Signature:_____ Date:_____

FOR FINANCIAL AID OFFICE USE ONLY

Previous Status: Override:

Dependent_____Independent_____ Approved:_____ Denied:_____

Comments:_____

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By:_____ Date:_____

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