



**Northwest LTC Financial Aid
Dependency Override request form 2017-2018**

Name _____ Campus ID(or SSN) _____
(Please Print) Last Name First Name

Home Phone _____ Cell Phone _____ Work Phone _____

Unusual circumstances may exist that justify a review of a student's dependency status. Students with extreme or unusual circumstances may request a review of their situation to be considered for independent status. Decisions are final and cannot be appealed to the US Department of Education. A new dependency request must be submitted each academic year, including a new personal statement and letters of reference.

Circumstances that do NOT qualify a student for dependency change:

- Parent's refusal to provide personal and/or financial information
- Parent's inability to financially assist with educational expenses
- Student's voluntary decision to leave the home and support him or herself
- Student lives with parent/relative and pays rent

Instances that could allow for a dependency change:

- Inability of parent(s) such as incarceration, mental or physical illness or the inability of the applicant to locate the parent (abandonment)
- Death of parent(s)
- Involuntary or voluntary removal of student from parent's home due to an extreme situation that threatened the student's health and/or safety (i.e. drug or alcohol abuse, mental or physical abuse, etc.)

Instructions: Complete and submit all items on checklist to the Financial Aid office

*Note: The Financial Aid office reserves the right to request additional documentation, if needed.

- Complete the 2017-2018 FAFSA online at www.fafsa.gov.
- Write a personal letter explaining your circumstances; including how and when you became independent. The letter should provide as much detail as possible explaining your inability to provide parent information.
- Provide any supporting documents (i.e.: birth certificates, death certificates, incarceration papers, court documents, CPS documents, etc...) to support your personal letter.
- Provide two letters of reference:
Reference Letter Instructions: All letters must include individual's name, title or position, address, phone number, and must be signed. The letter must be one to two paragraphs and must provide as much detailed information as possible describing your separation from your parents.
- Letter 1:** MUST be from an individual not related to the student and must reside at separate addressed. Letter MUST follow instructions listed above.
- Letter 2:** May be either a professional or non-professional individual who is familiar with your situation. Letter MUST follow instructions listed above.

Certification and Signature

I certify by signing this document that all the information on this form is complete and correct.

WARNING: If you purposely give false or misleading information you may be fined, sentenced to jail, or both.

Signature: _____ Date: _____