CHOWAN UNIVERSITY

2009-2010
Financial Aid Office
Dependency Status Appeal Form

Student's Full Legal Name:_____, _____
(**Please print clearly**) **last** **first** **middle**

In rare instances, a student may have extenuating circumstances that are not identified when completing the Free Application for Federal Student Aid (FAFSA). This appeal process gives the student the ability to state difficult circumstances that may permit a change of dependency status. Please see additional information about dependency status at http://www.fafsa.ed.gov.

Please be aware that the following instances do NOT merit a change in dependency status, either alone or in combination:

- Parents refuse to contribute to the student's education;
- Parents are unwilling to provide information on the FAFSA or for verification;
- Parents do not claim the student as a dependent for income tax purposes;
- Student does not live with their parents;
- Student demonstrates total self-sufficiency.

INSTRUCTIONS

To apply for a Dependency Override you must:

1. Provide **ALL** required documents on **Page 2**
2. Complete the entire Dependency Status Appeal Form
3. Attach the required documentation and submit to the Office of Financial Aid.

The Professional Judgment Committee will review your application and supporting documentation and you will be notified in writing of the decision.

I am enclosing the requested documents and ask that the Professional Judgment Committee consider my request for independent status. I certify that this information is true and accurate.

Student's Signature _____ **Date** _____

Please return completed form to:
Chowan University Financial Aid Office
One University Place, Murfreesboro, NC 27855
Toll Free – 888-4-CHOWAN Financial Aid Office (252) 398-1229
Financial Aid Fax (252) 398-6513

Types of Documents Required	**Information to be Included**
Letter from student	✓ Explain estranged relationship with parents ✓ Detail the reason for the break in the student-parent relationship and the time period. ✓ Justify claims of self-support
Two (2) letters of support from professional knowledgeable third party. (Counselor, minister, attorney, educator, doctor, social worker, your high school or school district homeless liaison, director of an emergency shelter or transitional housing program funded by the U.S. Department of Housing and Urban Development, a director of a runaway or homeless youth basic center, or a transitional living program, etc.) **EXAMPLES:** 1. Letter from high school guidance counselor and letter from one other profession source. >>>>>>>>>> >>>>>>	✓ Letter must include name (and signature) job title, address and telephone number ✓ Letter must confirm that your parents have abandoned you and you have been under the care of another adult or have been supporting yourself since. ✓ Third party must be confirm or support the claim of estrangement, abuse, abandonment, homelessness, self-supporting and at risk of being homeless, etc.
2. Copy of a court's decision that you are an emancipated minor or are in legal guardianship.>>>>>>>>>>>>>>>>	✓ The court must be located in your state of legal residence. ✓ You were appointed a legal guardian, but are now 18 years old and have not returned to your parental family unit.
3. Copies of police report(s) and letter from a counselor or other professional source. >>>>>>>>>>>>>>>>>>>>	✓ Parents have severed all contact due to circumstances that would constitute endangerment (physical or psychological) to you.
4. Documentation of incarceration. >>>>>>>>>>>>>>>>	✓ Time period of incarceration.
5. Copy of death certificate and letter or document from one professional source. > > >>>>>>>>>>>>>>>>>>>>>	✓ Your supporting parent is deceased and you have no contact with your surviving parent.
Dependency Status Appeal Form	✓ Any other information/documentation that will be useful in verifying the student's circumstances.
2009-10 FAFSA	✓ Print a paper FAFSA (**NOTE PDF FAFSAs must be mailed to Chowan University to process the Dependency Override) or** ✓ Request a paper FAFSA by calling the Federal Student Aid Information Center at 1-800-4-FED-AID (1-800-433-3243). **NOTE paper FAFSA must be mailed to Chowan University to process the Dependency Override.** ✓ If you have already filed a FAFSA, you do not need to file another one.
2009-10 Independent Verification Worksheet	✓ Complete and sign the enclosed **2009-10 Independent Verification Worksheet** . ✓ Sources of untaxed income: ❖ Child Support ❖ Welfare (including TANF)
2008 **Federal** Tax Returns income tax forms	✓ **Signed** 2008 IRS Form 1040, 1040A, 1040EZ ✓ W-2 forms