ALMA COLLEGE

DEPENDENCY OVERRIDE APPEAL
2014-2015

The Federal Student Aid Programs determines a student's status as dependent or independent by the answers the student provides on the eight questions listed in Step 3 of the Free Application for Federal Student Aid (FAFSA). Students are classified as dependent or independent because federal student aid programs are based on the principle that students (and their parents or spouse) are considered the primary source of support for postsecondary education. The Dependency Override process is used to address on a case-by-case basis a student who claims to be independent but does not meet the federal criteria. The student must demonstrate a unique and extenuating circumstance.

The following provides information and explains the procedure used to determine a student's eligibility for a "Dependency Override". A Financial Aid Administrator will review the student's appeal by examining the supporting documentation provided by the student and will either approve or deny the students request and notify the student in writing. This decision is final and cannot be appealed to the U.S. Department of Education.

THE FOLLOWING IS NOT CONSIDERED A UNIQUE AND EXTENUATING CIRCUMSTANCE

- Self-sufficiency of the student.
- Not residing at the parent's residence.
- Parent's unwillingness to complete the parent section of the FAFSA.
- Not being claimed as a dependent on your parent's tax return.
- Student's desire for grants instead of loans.

CIRCUMSTANCES GIVEN CONSIDERATION WHERE PARENTAL SUPPORT HAS BEEN TERMINATED

- A student's voluntary or involuntary removal from their parent's home due to an extreme situation that threatened the student's health or safety.
- Incapacity of parent(s) such as incarceration, mental/physical illness or the inability of the applicant to locate the parent(s).
- Other extenuating circumstances that can be sufficiently documented.

To be considered for a "Dependency Override", you must submit the following letters and complete a Student Information/Resource Statement.

- A letter of appeal explaining your request, explaining in detail your separation from your parents.
  - Include the last contact you had with each parent and the frequency of contact over the last 3 years, minimum.
  - Explain why you cannot provide parental financial information on the FAFSA.
  - Describe your living arrangements for the past 3 years, minimum, including with whom you resided and who provided you with support.
  - Make sure your name, Student ID number, and signature are included in the letter.
- Letters from three individuals who can attest to your situation, describing your separation from your parents.
  - Each letter must include the individual's name, title or position, address and signature.
  - One letter from a professional individual, not related to you—a counselor, clergy, teacher, coach, police, agency official, etc., on letterhead or notarized.
  - The second letter can be from somebody who can verify your situation, but does not need to be notarized or on letterhead.

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Please print clearly. Do not leave any item blank.

Student Name _____ Student ID# _____
Last First MI
Street Address _____ City_____ State _____ Zip _____
Phone _____ E-mail _____

1. Did anyone claim you on their federal tax return for 2013? ____ Yes ____ No 2014? ____ Yes ____ No
If yes for 2013, provide Name: _____ Relationship to you: _____
If yes for 2014, provide Name: _____ Relationship to you: _____

2. Current Expenses:

Type of Monthly Expense	$ Monthly Amount	How Paid
Housing	$	
Utilities	$	
Medical	$	
Personal / Miscellaneous	$	

Student Certification:
I certify that the information listed on the form and all supporting documents concerning my appeal of a "Dependency Override" is correct and complete.

Student Signature:_____ Date: _____

PLEASE SUBMIT THIS FORM TO THE ALMA COLLEGE FINANCIAL AID OFFICE
614 West Superior Street, Alma, Michigan 48801-1599 Telephone (989) 463-7347 Fax (989)463-7993
finaid@alma.edu

For Financial Aid Office Use Only:

Outcome: ☐Eligible for Dependency Override Corrections Entered CPS On-line _____
☐Not eligible for Dependency Override
Comments:
_____
_____

Financial Aid Authorization: _____ Date: _____