

Dependency Override Request Form 2025-2026

*Please **TYPE** Responses*

Student Name: _____

Phone Number: _____

Student ID: _____

Personal Email: _____

Submitting parental details is a mandatory part of the Free Application for Federal Student Aid (FAFSA) for all dependent students. If exceptional circumstances prevent you from providing this information, you may seek a Dependency Override by completing this form. **If approved, you will be considered an independent student for the current academic year (as listed in the title heading).** A new application must be submitted for each subsequent year you wish to obtain an override. To evaluate your financial aid eligibility, ensure that you complete the form in its entirety, attach all required documents, and upload it to your [Financial Aid Student Portal](#). For more information, visit [FAFSA Dependency Status](#). **Incomplete submissions lacking supporting documentation will not be processed.**

STEP 1: UNUSUAL PARENTAL CIRCUMSTANCE

The following circumstances may merit a Dependency Override. Check the appropriate boxes below.

Item	Circumstance	Parent 1	Parent 2
1	Parent is Deceased	<input type="checkbox"/>	<input type="checkbox"/>
2	Parent is Incarcerated	<input type="checkbox"/>	<input type="checkbox"/>
3	Unusual Parental Circumstance	<input type="checkbox"/>	<input type="checkbox"/>
4	Abusive Family Environment (physical, sexual, or mental)	<input type="checkbox"/>	

The following conditions, individually or in combination, do NOT merit a dependency override:

1. Parents' refusal to contribute to your education.
2. Parents' unwillingness to provide information on the FAFSA or verification.
3. Parents do not claim you as a dependent for income tax purposes.
4. Student's ability to demonstrate total self-sufficiency.
5. You do not live with your parent(s).

STEP 2: REQUIRED DOCUMENTATION

Provide the required documentation based on the unusual circumstance selected:

- Parent Deceased:** copy of the parent's death certificate.
- Parent Incarcerated:** documentation that verifies the parent is incarcerated and lists their anticipated release date.
- Unusual Parental Circumstance:** attach detailed statements from **two** (2) third party professionals who have **first-hand knowledge** of your unique circumstances and can attest to your relationship with **BOTH** of your parents and/or their whereabouts (i.e., therapist, school counselor, social worker, clergy members, employer, police, etc.). Statements should be **signed in ink** and must include valid contact information (i.e., letterhead, phone number, email address, etc.).
- Other:** any other legal documentation to support your claims.

NOTE: If you do not have legal documentation and are unable to obtain professional references, please clearly address the circumstances in your personal statement as to why there is no supporting documentation.

STEP 3: STUDENT’S PERSONAL STATEMENT

Please provide a detailed description of your relationship with both of your parents (biological or adoptive) and explain why you are unable to include their information on your FAFSA. Include the following details:

1. The last time you had contact with each parent (when, where, and the nature of the contact).
2. Where and with whom you have been living over the past year.
3. The reasons why you cannot provide parental information, if applicable.

If you need additional space, attach a separate page with your name and student ID number at the top.

STEP 4: SIGNATURE & CERTIFICATION

The signing below certifies that all information reported on this form is accurate and complete and all required documentation is attached. Submitting a request form does not guarantee approval. If the request is denied, the student is required to provide parental information on the FAFSA to determine eligibility.

Student Signature: _____

Date: _____