



Unusual Circumstance Application: Dependency Override 2025-2026

Last Name

First Name

Student ID #

Email Address

Phone #

Dependency Override Qualifications

Your answers on the FAFSA® form determine whether you are considered a dependent or independent student.

SECTION 1

By law, the criteria listed below are **not** grounds to be classified as independent:

- You are financially self-sufficient.
- Your parents refuse to complete the FAFSA, participate in verification, or pay for your education.
- You do not live with your parents.
- Your parents do not claim you as a dependent for income tax purposes.
- Your parent(s) live in a foreign country.

If, based on the information listed above, you do not qualify for independent status, please sign below and return this form to the Wartburg Financial Aid Office. You do not need to complete section 2.

* By signing below, I understand that my FAFSA® filing status will be **dependent**, and therefore must have at least one parent file as a contributor on my FAFSA®; otherwise, I will not be eligible for federal financial aid.

Note: Your file will be put on hold until the parent portion is completed.

Student Signature: _____ Date: _____

SECTION 2

The following are unusual circumstances where an override may be considered (please check all that apply and continue to page two.):

- A.** Circumstances exist within your family which prevent you from obtaining your parents' financial information, such as:
- Incarceration or institutionalization of parent(s).
 - Abandonment by parent(s).
 - Abusive family environment (e.g. sexual, physical, mental abuse or other forms of abuse).
 - Parents' whereabouts are unknown and unable to be located.
 - Parent(s) hospitalized for an extended period.
 - History of parental drug/alcohol abuse.
- B.** Death of custodial parent(s).
- C.** Death of spouse.
- D.** Legally granted refugee or asylum status.
- E.** Victim of Human Trafficking, as described in the Trafficking Victims Protection Act of 2000.

Required Documentation

If you checked box A, please provide the following documents, in addition to this form:

- **Personal Statement:** Typed, signed, and dated statement explaining in detail the reason for your request. You may choose to include a history of your parental relationships including a timeline of events, current living arrangements, how you support yourself, etc.
- **Third Party Affirmations:** Written statements from at least three individuals with firsthand knowledge of the circumstance. At least one of these must be from a professional adult (ex. law enforcement officer, clergy member, school counselor, school official, social worker, etc). Other third party statements must be from adults (21 or over) having firsthand knowledge of the circumstance (ex. family member/relative, neighbor, friend, parent of a friend, supervisor, etc.) All third party statements must include the individual's name and contact information.
- **Proof of Finances:** Copy of student's 2023 IRS Federal Income Tax Return **OR** 2023 IRS Verification of Non-Filing Letter.
- **Additional Supporting Documents:** Any documentation that supports your claim (ex. court documents, police reports, incarceration notices, etc.)

If you checked box B or C, please provide the following documents, in addition to this form:

- **Personal Statement:** Typed, signed, and dated statement explaining the reason for your request.
- **Proof of Finances:** Copy of student's 2023 IRS Federal Income Tax Return **OR** 2023 IRS Verification of Non-Filing Letter.
- **Additional Supporting Documents:** Copy of death certificate(s).

If you checked box D, please provide the following documents, in addition to this form:

- **Personal Statement:** Typed, signed, and dated statement explaining the reason for your request.
- **Proof of Finances:** Copy of student's 2023 IRS Federal Income Tax Return **OR** 2023 IRS Verification of Non-Filing Letter.
- **Additional Supporting Documents:** Copy of Arrival-Departure Record (I-94) from U.S. Citizenship and Immigration Services (USCIS) showing a status of "Refugee," "Asylum Granted," "Parolee," "Conditional Entrant," or "Cuban-Haitian Entrant."

If you checked box E, please provide the following documents, in addition to this form:

- **Personal Statement:** Typed, signed, and dated statement explaining the reason for your request.
- **Proof of Finances:** Copy of student's 2023 IRS Federal Income Tax Return **OR** 2023 IRS Verification of Non-Filing Letter.
- **Additional Supporting Documents:** Copy of Certification Letter (victims 18 or older) from Dept. of Health and Human Services (HHS) or Eligibility Letter from HHS (victims under 18).

By signing this form, I certify that the information reported on it and supporting documents submitted with it are complete and correct.

Student Signature: _____ Date: _____

Important: Requests cannot be processed until ALL required documentation is received.

All requests that are accompanied by required documentation will be processed within 60 days of receipt.