

2009-2010 DEPENDENCY APPEAL REQUEST FORM

What is a Dependency Appeal?:

As outlined on the FAFSA, federal regulations define the criteria you must meet to be considered an independent student. If you do not meet any of those criteria, you can ask your school's financial aid office to review your file. A dependency appeal is the process that a school uses to review your situation and determine if they can override your dependency status in certain **limited** and **exceptional** circumstances.

Please note:

Your parent(s) unwillingness and/or inability to financially support you or you living on your own and paying your own bills are not examples of "exceptional circumstances."

How does the process work?:

Each institution is required to institute its own policies regarding the granting of dependency appeals. This means you can receive a dependency override from one school, but not receive one from the next school you attend.

The Appeals Committee will review the information you submit and notify you of its decision by email. Failure to provide requested documentation may result in a delay or denial of your appeal. In addition, the Appeals Committee may need to request additional documentation to support your appeal as well; sometimes the committee may request that you come in for a personal interview. **All documents and information collected to support your appeal will remain confidential and used solely to determine eligibility for financial aid assistance.**

How do I apply for an appeal?:

Complete the attached form and submit all requested documentation. You should monitor your myUMBC email account – the Appeals Committee will send all correspondence to you regarding your request to this email account.

What else do I need to know?:

Completion of this form and submission of documents **does not guarantee** approval of a dependency appeal. Approval of an appeal **does not guarantee** receipt of additional aid. You are responsible for all outstanding bills with UMBC.

****Please note: If you are approved for a dependency override your dependency status must be reevaluated each year until you are automatically considered independent by federal criteria.**

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NAME: _____

MyUMBC ID: _____ DATE: _____

PERMANENT ADDRESS: _____

EMAIL ADDRESS: _____ PHONE NUMBER: (_____) _____

If the circumstances outlined on this form apply to you, please complete and return it to our office, along with the required documentation. **Your parent(s) unwillingness and/or inability to financially support you is not an ‘exceptional circumstance.’**

Step 1:

You MUST:

- *Complete and submit the 2009-2010 Free Application for Federal Student Aid (FAFSA) on-line at www.fafsa.ed.gov to the best of your ability. Remember to include UMBC’s Title IV code (002105) so that the information may be released to UMBC.

Step 2:

You MUST:

- Write and attach a clear and concise **one-page** explanation of your circumstance. Your signed and dated statement must include a complete history of:
 - Your relationship with your biological and/or legally adoptive parents
 - Specific dates of events that caused your separation from your parents
 - Where you have lived since separating from your parents
 - Your sources of income (include a copy of your 2008 federal tax return)
 - How you have supported yourself while living apart from your parents

Step 3:

You MUST provide:

- Two signed and dated letters from professionals (on their letterhead) documenting your situation (professionals include: clergy, counselors, social workers, police, physicians, etc. These letters should be detailed and refer to actual events. Police reports may, in some cases, substitute for one letter).

The Appeals Committee may contact your references for additional clarification of your situation.

Appeals submitted without above required documentation cannot be considered.

I understand that completion of this form does not ensure a change in dependency status or receipt of additional financial aid. I also understand that intentionally making false statements or misrepresentations will mean that my request is cancelled. I understand that the decision of the Appeals Committee is final.

Student Signature

Date

** Please note that your FAFSA application will be rejected without a parent signature; however if your appeal is approved, our office will have immediate access to update your FAFSA information.*