



Office of Financial Aid Services  
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 Chicago, Illinois 60605  
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**2019-2020 DEPENDENCY OVERRIDE APPEAL FORM**

Student Name: \_\_\_\_\_ Roosevelt ID: \_\_\_\_\_

Dependent students must report their parents' information on the *Free Application for Federal Student Aid (FAFSA)*. The Higher Education Acts permits the Financial Aid Services Office to review a student's dependency status. Since by federal law dependent students are required to include parent information and parent signature on the FAFSA for federal student aid eligibility, consideration for independent status can only be considered for unusual and/or extreme circumstances. Your name and RU student ID are required on all documents. **Your financial aid eligibility cannot be determined until your dependency status is confirmed.** You will be notified in writing in 5-7 days about the outcome of your appeal. You are responsible for the payment of institutional charges due to Roosevelt University by the published due dates.

The following circumstances are not considered for dependency override:

1. Parents refusing to contribute to the student's education.
2. Parents refusing to complete Free Application for Federal Student Aid (FAFSA).
3. Parents unwilling to provide information on the application or for verification.
4. Parents not claiming the students as a dependent for income tax purposes.
5. Student does not live with parents and/or student earns own income for student support.

The following circumstances may be considered for dependency override:

1. Abusive family environment (e.g., sexual, physical, or mental abuse or other forms of domestic violence).
2. Abandonment by parents.
3. Incarceration or institutionalization of both parents.
4. Parents lacking the physical or mental capacity to raise the child.
5. Parents' whereabouts unknown or parents cannot be located.
6. Parents hospitalized for an extended period.
7. Unsuitable household (e.g., child removed from the household and placed in foster care).
8. Married student's spouse dies or student gets divorced.

Student Questionnaire: For purposes of federal student aid a parent is your biological or stepparent who is married to your biological parent or a person that the state has determined to be your legal/adoptive parent. Your parent's citizenship status does not affect your eligibility for federal student aid. Your parent's citizenship status is not required on the FAFSA.

1. Are one/both of your parents living?      Yes – Proceed to Question 2    /    No – **STOP HERE**
2. Are you covered on your parent(s) medical insurance?      Yes      No
3. Are you listed on your parent(s) auto insurance?      Yes      No
4. Do you reside with one/both parents?      Yes      No
5. Do your parents contribute to any of your monthly expenses?      Yes      No
6. Have you ever used your parent(s) tax information on a previous Free Application for Federal Student Aid (FAFSA)?  
     Yes      No

Personal Statement: (attached pages if more space is needed)

I understand the Office of Financial Aid Services is reviewing my dependency status according to federal regulations for federal student aid eligibility. I also understand that any delay in my response for additional information within the 7-10 day review period can suspend or cancel this appeal. The outcome of this review may change my 2019-2020 FAFSA as well as my financial aid eligibility.

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**Required Documentation:**

- A personal statement.
  - Two letters from two third party professionals, such as high school guidance counselor, social worker, clergy member and or crisis center personnel.
  - Any written documentation that may support your case e.g. legal, law enforcement and/or court documents.
  - 2019-2020 Verification Worksheet
  - 2017 Federal Tax information - Use the IRS Data Retrieval Tool on your FAFSA or submit a copy of your 2017 'IRS Tax Transcript' obtained from the IRS at ([www.irs.gov/Individuals/Get-Transcript](http://www.irs.gov/Individuals/Get-Transcript)).
- If you did not file your taxes submit the 2019-2020 Non-Tax Filer form and attached 2017 W-2(s).

By signing this form, I certify the information on this form and any attachments are accurate and complete to the best of my knowledge. If requested, I agree to provide documentation to verify the information I have provided on this form. I understand that any false statements or misrepresentation may be cause for denial, reduction, withdrawal, and/or repayment of financial aid and, I may be reported to the Office of the Inspector General and/or subject to a fine, imprisonment or both, under provisions of the United States Criminal Code.

PHYSICAL SIGNATURE – DO NOT TYPE

**Student Signature**

**Date**

Submit this worksheet in person to FAS-1M16/Wabash Building, or by email to [fas@roosevelt.edu](mailto:fas@roosevelt.edu), or by fax to (312) 341-3545

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