

## Unusual Circumstances Appeal

Students who would like to request a dependency override to change their dependency status from dependent (requiring contributor information) to independent can do so by completing this Unusual Circumstances Appeal form. Circumstances that may permit a dependency override are explained below.

Student Name: \_\_\_\_\_ JC ID: \_\_\_\_\_

(Printed)

**\*\*Student must sign the bottom of page three or documentation will not be accepted.**

Check the statement that best describes your current situation. You must submit a **detailed letter explaining your situation** along with acceptable documentation. Please speak with your Financial Aid Specialist for documents required for your situation.

☐ I am unable to be supported by my custodial contributor because of physical abuse, emotional abuse, and/or drug/alcohol abuse. **Documentation may include but is not limited to:**

1. A letter (on official letterhead) explaining the situation in detail from a clergy, social worker, psychologist, high school counselor, teacher, doctor, or other counseling professional.
2. Police reports
3. Other documentation from a social agency
4. Court documents

☐ My custodial contributor is deceased and I have had no contact with my living contributor (including financial support) for a significant period of time. **Documentation may include but is not limited to:**

1. A copy of the death certificate for the deceased custodial contributor.
2. Documentation of the custodial relationship (i.e., student birth certificate, a court document, copy of the divorce decree or other viable evidence that the deceased was the custodial contributor); **and/or**
3. Letter(s) from an objective third party which supports the claim of not having lived with the non-custodial contributor (nor received financial support from that contributor) for a significant amount of time.

☐ The student is a political refugee/eligible non-citizen. **Documentation must include but is not limited to:**

1. Immigration and Naturalization Service (INS) documentation verifying the student's status.
2. Other documentation to confirm that the parents are not living in the United States and are unable to provide support.

☐ I have other Special Circumstances. **Documentation must include but is not limited to:**

1. A written explanation that details the situation with your contributors. Additional documentation will be determined by financial aid.

## This image shows a single sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.

**Possible Required Documents**  
(FA Specialist, check all that apply)

- ☐ 2023-2024 Verification Worksheet.
- ☐ Student's 2021 IRS Record of Account-if Data Retrieval Tool was not used.
- ☐ Student's 2021 W-2 Forms or IRS Wage and Income Form.
- ☐ Student's most recent pay stubs.
- ☐ IRS Verification of Non-Filing Letter, dated on or after October 1, 2022.
- ☐ Death certificate.
- ☐ Birth certificate.
- ☐ Court documentation.
- ☐ Third-party professional letters (on letterhead).
- ☐ Other:

Notes from FA Specialist:

Student Signature: \_\_\_\_\_ Date : \_\_\_\_\_