

**Dependency Status Review 2023-2024**

Student's Name	VWCC Student ID Number (EMPLID)	
Address	City, State	Zip Code

If you are under the age of 24, in most cases your financial aid eligibility must be determined using the financial information of your birth/adoptive parent(s). However, we realize that the family situations of some students may need further review because of extenuating circumstances. Circumstances for a dependency status review include but are not limited to: involuntary dissolution of the family due to death, imprisonment, or abandonment; an abusive family environment that threatens the student's health or safety; the student's inability to locate parents; other mitigating circumstances.

The U.S. Department of Education requires documentation to be submitted to the Virginia Western Office of Financial Aid, Veterans' Affairs, and Records in order to determine if your circumstances warrant a dependency override. The decisions are made on a case-by-case basis and are final. Even if an override was approved in a previous academic year or at a previously attended institution, this does not guarantee an approval for the current award year.

The following documentation must be attached to this completed and signed form and submitted to the Office of Financial Aid for reconsideration of your dependency status:

- A typed and signed detailed letter from you, the student, explaining the extenuating circumstance, including your relationship with either your biological or adoptive parents.
- A separate letter from an independent third party, not a family member, that includes what they have witnessed regarding your circumstances, their signature, and a telephone number where they may be contacted if there are additional questions. This letter must include as much detail about the situation as possible. A court order may also be submitted if available.
- If you cannot provide a letter from an independent source, please explain why in your letter. You may submit a signed letter from another source like a family member in its place.

The following conditions, singly or in combination, do not merit a dependency status review:

- Parental refusal to contribute to your education.
- Parents will not provide information for the FAFSA or verification.
- Parents do not claim you as a dependent for income tax purposes.
- You (student) live on your own.
- You (student) demonstrate total self-sufficiency.

Your request for Dependency Status Review will take approximately 10 business days to process and review. You may be asked to submit additional documentation or to meet with a Virginia Western Financial Aid Advisor. As a result, this information should be submitted at least three weeks before the first day of classes.

***Additional Messages will be posted to the Student's Message Center when additional action is required or review is complete. Please check your Message Center often.***

I certify that all information submitted on and with this application is accurate. I have attached the appropriate supporting documents that may help in determining what my dependency status should be as required by the U.S. Department of Education. I understand that the decision is final.

Student Signature	Date
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