



Dependency Override Appeal 2018 – 2019 Aid Year

Federal student aid regulations assume that a student's family has primary responsibility for meeting educational costs. If you are considered a dependent student according to Federal financial aid definition, your aid eligibility is determined by using parent income and asset information in addition to your financial information.

Financial Aid Policy at Salisbury University (SU) requires a student seeking a dependency override to complete the SU Dependency Override Appeal. Decisions made at other institutions are not accepted. You should complete this form if you are considered a dependent student for Federal financial aid and believe you have compelling extenuating circumstances which should allow you to be considered an independent student. Return the completed form with the required documentation to the Financial Aid Office. ***We understand the sensitive nature of these circumstances; all documentation received by our office will be kept confidential.***

What makes a student Dependent or Independent?

Your student dependency status is determined by the U.S. Department of Education based on your responses to specific questions on the Free Application for Federal Student Aid (FAFSA). For financial aid purposes, regulations have defined an independent student as one who meets **AT LEAST ONE** of the following conditions:

- Born before January 1, 1995;
- Married as of the date FAFSA is signed;
- Have children who receive **more than half their support** from the student, OR has legal dependents, other than a spouse or children, who live with student and who receive **more than half their support** from the student;
- Enrolled in a Graduate level program of study during the 2018-19 academic year;
- Veteran of U.S. Armed Forces (or will be a veteran as of June 30, 2018), or have attended a service academy and were released under a condition other than dishonorable;
- Currently serving on active duty in U.S. Armed Forces (other than for training purposes);
- Emancipated Minor or in Legal Guardianship as determined by the court in her/his state of legal residence;
- Orphan, Ward of Court, Foster Care (after age 13);
- A self-supporting unaccompanied youth who is homeless or at risk of homelessness (as certified by governmental or school agency).

A student who does not meet **ANY** of the above conditions is classified as a Dependent student.

What is a Dependency Override?

A dependency override occurs when a financial aid administrator exercises professional judgment and overrides the U.S. Department of Education's criteria for dependent students. An override may only be granted on a case-by-case basis for students with unusual and exceptional circumstances. These circumstances must show compelling reasons for a student to be considered independent rather than dependent.

What conditions **DO NOT** warrant a Dependent Override?

By Federal Law, the following DO NOT warrant a dependency override:

- Parents refuse to provide information on the FAFSA or for verification of the FAFSA
- Parents do not claim student as a dependent for income tax purposes
- Parents unwilling or unable to contribute to student's education
- Student demonstrates self-sufficiency
- Student reluctant to request the income information from parents
- Parents are not living in the United States
- Student does not wish to communicate with parents

OFFICE OF FINANCIAL AID

1101 Camden Avenue, Salisbury, MD 21801-6860

410-543-6165 or 1-888-543-0148 • TTY 410-543-6083 • FAX 410-543-6138 • www.salisbury.edu • finaid@salisbury.edu

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Student Name: _____ Student SU ID#: _____

REQUIRED DOCUMENTATION:

1. **Personal Statement:** On a separate sheet of paper, tell us in your own words why you should be considered an independent student. Be complete and specific. Explain the circumstances leading to your independence from your family. If you are receiving financial or in-kind support from friends or relatives you must describe the amount of financial support/in-kind support and how you came to receive it.
2. **Supporting Documentation:** Provide signed statements from at least **TWO** third-party references (who are not family members) which verify the family circumstances you described in your personal statement. Third-party references include clergy members, guidance counselors, teachers, professors, doctors, family counselors, mental health professionals, and law enforcement officers. All letters must include details as to how the person knows you, how long they have known you, and how they have been involved and/or have first-hand personal knowledge of your situation. The individuals submitting letters cannot be related to one another, nor can they reside at the same address. A telephone number and address where the individual can be reached for follow up questions must be included.
3. **2016 Tax Documents:** A copy of your 2016 IRS Tax Return Transcript and all W-2 forms for the 2016 tax year. (Please refer to your Gullnet "To Do List" for further information). If you cannot provide, you must give further explanation in your personal statement.
4. **Current Income/Support:** Copies of your year to date pay stubs from all jobs which you currently hold or have held during the current year. **If you are not working**, please include more detail in your personal statement of how you are currently supporting yourself.

Type of Income	Amount per month	Source
Work		
Cash from outside sources (Parents, family, friends, etc.)		
Other, what type?		

5. **Current Living Arrangements:** A copy of your lease, property title, or other written housing agreement. If you do not have a written housing agreement, you must provide a signed statement, on letterhead, from your landlord naming the property that you live in, the length of time at that address and the amount you pay for rent. If you cannot provide, you must give further explanation in your personal statement.
6. **Vehicle Ownership/Use:** Copies of your vehicle registration and your auto insurance policy. If you cannot provide, you must give further explanation in your personal statement.
7. **Personal Health Insurance:** Copy of your health insurance policy showing you as the policyholder (a copy of your health insurance card may not be sufficient). If you cannot provide, you must give further explanation in your personal statement.
8. **Expense information for FAFSA tax year:** Complete the *2018-2019 Independent Student Verification of 2016 Expenses* form (available on your Gullnet "To Do List")

After filing the dependency override appeal documents:

If your appeal is approved: We will contact you on how to proceed, and will submit the override to the Central Processing System (CPS) with the Department of Education. Your financial aid will then be packaged based on independent status.

PLEASE NOTE: Additional documents may be required after CPS has processed the revision to your dependency status. Be sure to check your To-Do List on GullNet for any additional items.

If your appeal is not approved: We will notify you via email of our decision. In order to receive a financial aid package, you MUST provide parent financial information and signatures on your FAFSA (fafsa.ed.gov). **All decisions on dependency overrides are made based on Professional Judgment by the Financial Aid Office at Salisbury University. All decisions on dependency override appeals are FINAL and are not appealable.**

Student Certification

I certify that the information provided on this form and all attached documents is true, complete, and accurate. I understand that purposefully providing false information could result in a reduction and/or repayment of aid, and/or denial of future appeals in this and future years.

Student Name Printed _____ Phone # _____

SU ID Number _____

Student Signature _____ Date _____

Return this form and all supporting documentation via one method listed below:

Mailing Address	Email Address (send as an attachment)	Fax Number
Salisbury University 1101 Camden Ave Salisbury, MD 21801 Attn: Financial Aid Office	finaid@salisbury.edu	410-543-6138