2025-2026 Dependency Override Request Form

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253.680.7020 financialaid@batestech.edu

Name: _____ ctcLink ID: _____

If you answered "no" to all the dependency questions on the FAFSA or WASFA, you're considered a dependent student and must provide parent information. However, if you have unusual circumstances that prevent this, you can request a dependency override through the financial aid office.

Unusual circumstances may include parental abuse, neglect, abandonment, incarceration, parent(s) are deceased or an unsafe home environment. These situations must make it impossible or unsafe for you to obtain parent information. Situations like parent refusal to provide information, not claiming you on taxes, or being financially independent do not qualify.

To request a dependency override, you must submit: (1) a personal statement explaining your situation, (2) a signed letter from someone who knows your circumstances (such as a friend or relative), and (3) a signed letter from a professional like a counselor, doctor, or teacher on official letterhead. Additional documents or an interview may be required.

SUPPORTING DOCUMENTATION IS REQUIRED.

*In accordance with federal regulations, all appeal decisions are at the discretion of the Financial Aid Office and are final. Allow up to **4-6 weeks for processing**. If additional supporting documentation is requested and not submitted within 60-days your appeal may be denied.*

Section 1: Select our unusual circumstance

- ☐ Human Trafficking
- ☐ Parental incarceration
- ☐ Legally granted refugee or asylum status
- ☐ Unaccompanied homeless youth
- ☐ Parental abandonment or estrangement
- ☐ Unaccompanied youth, self-supporting, and at risk of homelessness

Section 2: Required Documentation

Note: If requesting unusual circumstances based on **unaccompanied homeless youth or unaccompanied youth at risk of homelessness, please skip this section and refer to the required documentation in **section 3** of this form.*

☐ Personal statement: explain your unusual circumstance and why you are unable to provide your parent(s) information on the FAFSA. Include: what the unusual circumstances are, the timeline of the relationship with your parent(s), and what type of contact you have with your parent(s) now.

☐ Supporting documentation must be submitted along with this form. This may include:

- Court order or official Federal or State documentation that the student's parent(s) are incarcerated
- Written statement confirming unusual circumstance from a state/county/tribal welfare agency, an independent living case worker who supports current/former foster youth with the transition to adulthood, or an agency servicing the victims of abuse, neglect, assault, or violence
- Written statement from an attorney, guardian ad litem, court-appointed special advocate, TRIO/GEAR UP program representative confirming the circumstances and the person's relationship to the student
- Written statement from homeless shelter, college or high school counselor, mental health professional, social worker, mentor, doctor, or clergy confirming the circumstances and the person's relationship to the student

- Documented determination of independence made by a financial aid administrator at another institution in the same or a prior award year
- Documented interview between you (the student) and a Bates' financial aid administrator
  A Financial Aid specialist will contact you if an interview is needed.

☐ Any additional document(s) that are relevant to your situation

Section 3: Unaccompanied Homeless Youth or At Risk of being Homeless
A student is considered independent if, on or after July 1, 2024, they are an unaccompanied youth who is homeless or self-supporting and at risk of being homeless. Homelessness includes lacking stable housing, such as staying temporarily with others, or living in shelters, motels, cars, or places not meant for living. Being at risk means current housing may soon become unstable or unsafe.

To request a dependency change based on being either an unaccompanied homeless youth or a youth who is self-supporting and at risk of being homeless submit a personal statement and supporting documentation.

☐ Personal statement: explain your unusual circumstance and why you are unable to provide your parent(s) information on the FAFSA. Include: what the unusual circumstances are, the timeline of the relationship with your parent(s), and what type of contact you have with your parent(s) now.

☐ Supporting documentation must be submitted along with this form. This may include:
- Written statement or letter from a local educational agency homeless liason (ie: McKinney-Vento letter).
- Written statement from the director of an emergency or transitional shelter, street outreach program, homeless youth drop-in center, or other program serving individuals who are experiencing homelessness.
- Written statement from a director of a Federal TRIO or GEAR UP program.
- Written statement from a financial aid administrator at another institution who documented the student's circumstance in the same or a prior award year.
- Documented interview between you (the student) and a Bates' financial aid administrator
  A Financial Aid specialist will contact you if an interview is needed.

Section 4: Student Certification
By signing this form, I confirm that all information provided is true and accurate to the best of my knowledge. I agree to provide supporting documents if requested and understand that my appeal may be denied if I don't submit them within 60 days. I also understand that giving false or misleading information may result in fines, jail time, or both.

This form must be signed with a pen or electronic signature. Typed signatures will not be accepted.

Student Signature: _____ Date: _____

**************Section Below is for Office Use Only****************

☐ The student's unusual circumstance does not justify a dependency override.

☐ The student meets the definition of an independent student based on an unusual circumstance

Dependency Override: Homeless Youth Determination:

FA Staff Signature: _____ Date: _____

FA Director Signature: _____ **Date:** _____