

**OFFICE USE ONLY**

Collection date _____

In-person (initial) _____

Fax/Email (initial) _____

Mail (initial) _____

2013 – 2014 DEPENDENCY APPEAL FORM**Student Name:** _____**SS#:** _____

Many students assume that if they are not living with their parent(s) and are responsible for their own expenses should be considered for financial aid as an independent student. However, Congress' definition of independence is not that simple and for the most part many of our students are dependent students. If you are a dependent student because you answered "No" to all the questions on Step Three of your FAFSA, but wish to apply for financial aid as an independent student, you will need to complete this form and return it in person at the Financial Aid counter at the Enrollment Services Center, lobby, West Quad Center or via fax 718-951-4778 along with all required documentation.

Important: Dependency appeals are granted on a yearly basis. A new Dependency Status Appeal form and documentation must be submitted for every new academic year until you are recognized as an independent student by the U.S. Department of Education, upon filing your FAFSA.

Please allow 2 – 3 weeks for the review process. All decisions are final.

****Your 2013 – 2014 FAFSA must be filed before submitting this form. ****

A.**Required Documentation****1. Personal Statements:**

A typed and signed detailed account describing the events in your life which led to your separation from **both** of your parents (if such documentation is not possible, please provide adequate supporting documentation as to why you cannot). In addition, your explanation should include your last contact with both parents and your current relationship with them.

2. Supporting Documentation:

Documentation that is appropriate for the support of your appeal: **your birth certificate, parent(s)' death certificates, custody papers, police reports, court reports, social service agency/guidance/therapist letters, high school records, etc.** All of the information you provide will be used solely to determine your dependency status and will be kept by the Office of Financial Aid in the strictest confidence.

3. Third Party Statements:

Provide statements from at least two adult professionals, who are not family members, who can verify the family circumstances you described in your personal statement. Professional statements must be on **letter head**. **Adult professionals include: teachers/professors, guidance counselors, educational professionals, clergy members, lawyers, doctors, health professionals, therapists, psychologists, psychiatrists, social services professionals, and law enforcement officers.**

4. Income Documentation:

A copy of your 2012 IRS Tax Return Transcript and W2 forms, and/or proof of your non-taxable income for 2012, i.e. public assistance, social security benefits, cash support from family and friends.

5. Verification Worksheet for 2013 – 2014, filled out as an Independent student.

A request for Dependency Appeal must be submitted by the semester deadline date:

Deadline date for submission for Summer, Fall 2013: November 16, 2013

Deadline date for submission for Spring 2014: April 19, 2014

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Student's Name: _____

SSN: _____

B.**Current Income and Expenses****Current Income:**

Income	Source	Total Amount for 2012
Wages		
Savings/Investments		
Untaxed Benefits		
Cash Support from other people		
Other		

Current Expenses:

Expense	Total Amount for 2012	Who Paid/Provided It
Housing		
Utilities		
Food		
Clothing		
Transportation		
Medical		
Personal		

C.**Student's Certification**

I hereby certify that all information contained in this appeal for consideration for independent status, including my personal statement and other documentation, is complete and correct to the best of my knowledge. I certify that I have not knowingly or intentionally given false statements or fraudulent documentation. I understand if I am found to have knowingly or intentionally given false statements or fraudulent documentation, my appeal will be denied and my eligibility for Federal Student Aid will be jeopardized.

Student's Signature: _____

Date: _____

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Professional judgment completed by _____ Date: _____

Student initially selected for verification: ☐ YES ☐ NO. Verification trans # (if initially selected) ____ PJ trans # ____

Verification selection flag (if initially selected) ____ Final Payable transaction # ____ CPS date: ____ EFC: ____