

**STUDENT NAME:** \_\_\_\_\_ **SS#:** \_\_\_\_\_ **CUNYfirst ID#:** \_\_\_\_\_

If you are a dependent student because you answered “No” to all the questions in Step Three of your FAFSA, but wish to apply for financial aid as an independent student, you may complete this form to appeal for status reclassification. Carefully read all the instructions, complete this form and return it in person to the Financial Aid Office with your FAFSA (or Student Aid Report), a 2014/15 Standard Verification Worksheet, and all required documentation. You will be interviewed by a financial aid counselor who will review your situation, collect your documents and make an initial status determination. However, your appeal will be subject to further review by the Financial Aid Office and you may be asked for additional information or documents before a final determination of your status is made. **Filing this form does not mean your appeal will be granted.**

A. REASON FOR APPEAL

*(Check one reason below and provide the requested documentation. When writing your personal statement, be complete and specific. Be assured that all information you provide will be held in strictest confidence and used by the Financial Aid Office solely to determine your dependency status.)*



**1. A severe situation exists in your family that prevents you from obtaining your parents' financial information, such as physical or emotional abuse, severe estrangement, abandonment, parental drug or alcohol abuse, mental incapacity, or another such situation beyond your control.**

a. PERSONAL STATEMENT

On separate paper, tell us in your own words why you should be considered an independent student. Please tell us about the events in your life that led up to your current separation from your family. Include a description of your past and current relationship with each of your parents (mother, father or stepparent), and provide a timeline with the approximate dates of the events leading to the breakdown of this relationship. If you are receiving support from friends or relatives, describe the nature of that support and how you came to receive it. If you are self-supporting, explain how you came to support yourself, and over what period of time you have done this. Your personal statement must be signed and dated.

b. DOCUMENTATION

Provide statements from at least two adult professionals who are not family members and who can confirm the family circumstances you describe in your personal statement. Signed statements should be on official letterhead or have the person's business card attached. Adult professionals include clergy members, lawyers, guidance counselors, family counselors, teachers, professors, doctors, psychologists, psychiatrists, therapists or other qualified mental health professionals, and law enforcement officers. If you were raised by a family member or another person who is not your parent, one of the required statements may be from that person. The persons providing statements must explain how they know you and how they came to know about your family circumstances. All statements must be originals, not photocopies, and signed. If you are self-supporting, be prepared to submit a 2013 Federal IRS Tax Return Transcript or other financial documents. If you have other documents that you believe support your appeal, such as death certificates, police reports, apartment leases, utility bills, etc., please submit copies of these documents.



**2. You are a non-U.S. citizen (who is otherwise eligible to receive federal financial aid), your parents currently reside in a foreign country and you are unable to obtain parental information because of long-standing political policy or civil unrest in that country that prevents mail or funds from passing between you and your parents.**

a. PERSONAL STATEMENT

On separate paper, tell us in your own words why you should be considered an independent student. Please describe the situation where your parents live that prevents mail or funds from entering or leaving the country. If you are receiving support from friends or relatives, you must describe the nature of that support and how you came to receive it. If you are self-supporting, explain how you came to support yourself, and the period of time you have done this.

b. DOCUMENTATION

Provide a statement from an official from the embassy (or other diplomatic office) of the country where your parents live or from an appropriate refugee agency that describes the long-standing political policy or civil unrest that exists there. The statement must confirm that it is impossible to get mail or funds in or out of the country. The statement must be an original, not a photocopy.

**B. SUPPLEMENTAL INFORMATION**

1. Where do you currently live (please give your address)? \_\_\_\_\_
2. What are your parents' full names? Father \_\_\_\_\_ Mother \_\_\_\_\_
3. What is your father's current (or last known) address? \_\_\_\_\_
4. What is your mother's current (or last known) address? \_\_\_\_\_
5. When did you stop living with your parent(s)? \_\_\_\_\_ (mm/yr)
6. What was the last date of any contact or communication with your parent(s)? \_\_\_\_\_ (mm/yr)
7. With whom did you live in 2013? With Parent \_\_\_\_ With Friend/Relative/Guardian \_\_\_\_ On your own \_\_\_\_
8. With whom will you live in 2014/15? With Parent \_\_\_\_ With Friend/Relative/Guardian \_\_\_\_ On your own \_\_\_\_

**C. MONTHLY INCOME & EXPENSE WORKSHEET**

*(You must complete this section and be prepared to document the amounts listed. Documentation of current income might include recent pay stubs, benefit letters, bank statements, etc. Expenses documentation could include a lease, utility bills, paid receipts, etc.)*

2013 INCOME – Please answer the following questions:

1. Were you employed in 2013? Yes \_\_\_\_ No \_\_\_\_ If No, explain how you supported yourself last year:  
\_\_\_\_\_
2. Were you claimed by a parent or anyone else on a 2013 income tax return? No \_\_\_\_ Yes \_\_\_\_  
If Yes, give name and relationship of person who claimed you \_\_\_\_\_
3. Cash support you received in 2013 from other people (including your parents): \$ \_\_\_\_\_  
Give name and relationship of person who provided the cash support \_\_\_\_\_

CURRENT INCOME – List your average monthly income and from what sources you receive it.

TYPE OF INCOME	SOURCE	AMOUNT PER MONTH
Wages		
Savings/Investments		
Untaxed Benefits (Please specify)		
Cash Support from other people		
Other		

CURRENT EXPENSES – List your average monthly expenses and how they are covered. The types of expenses are listed in the first column. In the second column, fill in the amount that is paid each month for each category. In the third column, give the name and relationship of the person who pays the expenses or provides the item for you. If you pay the cost, enter "self" in the third column.

TYPE OF EXPENSE	WHAT IT COSTS PER MONTH	WHO PAYS OR PROVIDES IT
Housing		
Utilities		
Food		
Clothing		
Transportation		
Medical		
Personal		

**D. STUDENT CERTIFICATION**

I hereby certify that all information contained in this appeal for independent status, including the personal statement and other documentation, is true and complete to the best of my knowledge. I swear that I have not knowingly or intentionally provided any fraudulent documentation. I understand that 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 jeopardized.

\_\_\_\_\_  
Student's Signature

\_\_\_\_\_  
Date