



University of Maryland University College

2011-12 DEPENDENCY APPEAL REQUEST

What is a Dependency Appeal?:

As outlined on the FAFSA, federal regulations define the criteria you must meet to be considered an independent student. If you do not meet any of those criteria, you can ask your school's financial aid office to re-evaluate your status. A dependency appeal is the process that UMUC will use to review your situation and determine if you are eligible to be considered an independent student. An appeal can only be approved in certain **limited** and **exceptional** circumstances.

Important to note:

Your parent(s) unwillingness and/or inability to financially support you or you living on your own and paying your own bills are not by themselves reasons that exemplify "exceptional circumstances."

How does the process work?:

UMUC is required to institute its own policies regarding the granting of dependency appeals. UMUC's Financial Aid Office will review the submitted information and notify you of our decision. Failure to provide requested documentation may result in a delay or denial of your appeal. **All documents and information collected to support your appeal will remain confidential and used solely to determine eligibility for financial aid assistance.**

How do I apply for an appeal?:

Complete the attached form and submit all requested documentation.

What else do I need to know?:

Completion of this form and submission of documents **does not guarantee** approval of a dependency appeal. Approval of an appeal **does not guarantee** receipt of additional aid. You are responsible for all outstanding bills with UMUC.

Please note: If you are approved for a dependency appeal, your dependency status must be reevaluated each year until you are meeting federal criteria, automatically making you independent.



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2011-12 DEPENDENCY APPEAL REQUEST FORM

Name: _____ Student ID#: _____

Telephone #: _____ Email: _____

Step 1:

- *Complete and submit the 2011-12 Free Application for Federal Student Aid (FAFSA) on-line at www.fafsa.gov. Remember to include UMUC's Title IV school code: 011644.

Step 2:

- Write and attach a clear and concise **one-page** explanation of your exceptional circumstance. Your signed and dated statement must include a complete history of:
 - Your relationship with your biological and/or legally adoptive parents
 - Specific dates of events that caused your separation from your parents
 - Where you have lived since separating from your parents
 - Your sources of income (include a copy of your 2009 federal tax returns and W2s)
 - How you have supported yourself while living apart from your parents

Step 3:

- Two signed and dated letters from professionals (on their letterhead) documenting their first-hand knowledge of your exceptional circumstance. The Financial Aid Office may contact these references for additional information or clarification of your situation.
 - Professionals include: clergy, counselors, social workers, police, physicians, etc.
 - Letters should be detailed and refer to actual events – they should not be reiterations of events you have shared, but should reflect the writer's direct knowledge
 - Police reports may, in some cases, substitute for one letter

Appeals submitted without above required documentation cannot be considered.

I acknowledge by signing and dating this form; I understand that completion of this request does not ensure a change in my dependency status or receipt of additional financial aid. I also understand that intentionally making false statements or misrepresentations, my request will be cancelled. I understand the decision of the Appeals Committee is final and cannot be changed.

Student Signature

Date