



# Dependency Override Request

**Name**

Last	First	MI
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**Current Mailing Address**

Street	City	State	Zip Code
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**Email Address**

**Student ID**

**Phone Number**


Financial aid regulations assume that the family has primary responsibility for meeting the educational costs of students. Congress has established “absolutes” that automatically qualify a student as independent (Step Three of the Free Application for Federal Student Aid – FAFSA). If you can answer “Yes” to at least one of these questions, you will be considered an independent student. If you answer “No” to all questions, you will be considered a dependent student by federal definition. Dependent students are required by law to provide parental information and signatures to be considered for financial aid.

Occasionally, due to special circumstances, students should not be considered as dependent. If you can document why you should be considered independent for some unusual or mitigating reason, you may request a waiver of federal regulations requiring parental information. ***Your status as an independent student cannot be based solely on your income (resources), or your parents’ unwillingness to contribute to your educational expenses.***

Because financial aid administrators are given authority by the federal government to make exceptions for students who have individual circumstances that may make them independent, Virginia Union University has established the following situations that may make you independent for financial aid purposes. Check the reason that best describes your situation:

- I have been separated from my parents due to an unsafe home environment. **(Attach third party documentation from a court, social service agency, or other similar source)**
- Both of my parents are incarcerated/institutionalized. **(Attach a copy of your birth certificate and a letter from a warden, sheriff or other public official certifying your parents’ incarceration/institutionalization)**
- I am currently serving on active military duty in the U.S. Armed Forces for purposes other than training. **(Attach a copy of your military ID and letter for you commanding officer verifying you are on active duty for other than training purposes)**
- My economic and personal circumstances are of such a unique or unusual nature that denial of independent student status would create an unjust hardship. **(Attach third party documentation from a court, social service agency or similar source and a copy of your prior year federal tax return)**

Self-sufficiency in and of itself is not a basis to grant a student independent status at Virginia Union University. In addition to self-sufficiency, a student must also document exceptional circumstances necessitating his/her current status.

Please answer the following questions below and on the back of this page providing as much detail as possible. If you need additional space, please attach a separate sheet of paper.

1. Full name and address of your parents.

Mother	
Name	_____
Address	_____
	_____

Father	
Name	_____
Address	_____
	_____

2. Describe the last time you had contact with each of your parents – when, where, and the nature of the contact.

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3. Explain what unusual circumstances you believe we should consider in evaluating your appeal, including how you plan to support yourself and your education efforts without support from your parents.

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**NOTE: Documentation of unusual circumstances listed in Questions 3 must have supporting documentation attached. Incomplete forms will be returned.**

4. Describe how you have been self-supporting: a) when did you start meeting your expenses without parental support; and b) how have you provided for yourself? (*In addition to this response, there must be a response provided in Question 3*).

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All of the information provided by me or any other person in this request is true and complete to the best of my knowledge.

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**Student Signature**

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**Date**

**Submit this form to the Office of Financial Aid at Virginia Union University, 1500 North Lombardy Street, Richmond, VA, 23220; Fax: (804) 257-5797; Email: [finaid@vuu.edu](mailto:finaid@vuu.edu)**