

2009-2010 INDEPENDENT APPEAL

WASHBURN UNIVERSITY FINANCIAL AID OFFICE
1700 SW COLLEGE – MORGAN HALL ROOM 267
TOPEKA, KS 66621
(785) 670-1151 - FAX (785) 670-1079
<http://www.washburn.edu/financial-aid>

Student Name: _____
(Please Print)

Address: _____
(Street or P.O. #)

City _____ State _____ Zip _____
WIN _____ SSN: _____ Phone _____
(Washburn ID Number) (Daytime Number)

Date of birth: _____ E-Mail Address: _____

Please read carefully.

Based on Federal financial aid legislation (Reauthorization Act of 1992, Public Law 102-325), a student must meet one of the following criteria to be considered an “independent” student for the 2009-2010 school year.

- Were you born before January 1, 1986?
- As of today, are you married?
- At the beginning of the 2009-2010 school year, will you be working on a master’s or doctorate program?
- Are you currently serving on active duty in the U.S. Armed Forces for purposes other than training?
- Are you a veteran of the U.S. Armed Forces?
- Do you have children who will receive more than half of their support from you between July 1, 2009 and June 30, 2010?
- Do you have dependents (other than your children or spouse) who live with you and who receive more than half of their support from you, now and through June 30, 2010?
- At any time since you turned age 13, were both your parents deceased, were you in foster care or were you a dependent or ward of the court?
- Are you or were you an emancipated minor as determined by a court in your state of legal residence?
- Are you or were you in legal guardianship as determined by a court in your state of legal residence?
- At any time on or after July 1, 2008, did your high school or school district homeless liaison determine that you were an unaccompanied youth who was homeless?
- At any time on or after July 1, 2008, did the director of an emergency shelter or transitional housing program funded by the U.S. Department of Housing and Urban Development determine that you were an unaccompanied youth who was homeless?
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- At any time on or after July 1, 2008, did the director of a runaway or homeless youth basic center or transitional living program determine that you were an unaccompanied youth who was homeless or were self-supporting and at risk of being homeless?

If you answered “YES” to ANY of the previous questions, you do not have to provide parental information.

If you answered “NO” to ALL of the previous questions, then you must provide parental information.

Appeal Process:

Step One: Review the **Student Dependency Status Criteria** to determine your dependency status. If you were granted Independent Status the prior year you can request an Extension of Independent Status. However, you must still submit supporting documentation.

Step Two: Complete and submit your 2009-2010 Free Application for Federal Student Aid (FAFSA). If you have a special circumstance and are unable to provide parental information, under very limited circumstances, you may be able to submit you FAFSA without parental information.

The following are **examples of some special circumstances** where you may submit your FAFSA without providing parental information:

- Your parents are incarcerated; or
- You have left home due to an abusive family environment; or
- You do not know where your parents are and are unable to contact them (and you have not been adopted).

But not all situations are considered a special circumstance. The following are situations that would not be considered a special circumstance:

- Your parents do not want to provide their information on your FAFSA: or
- Your parents refuse to contribute to your college expenses: or
- Your parents do not claim you as a dependent on their income taxes; or
- You do not live with your parents.

The Department of Education will allow you to submit your FAFSA without parental information, however your FAFSA will not be considered complete. Once you have submitted your FAFSA without parental data, you must follow up with the Financial Aid Administrator (FAA) at the college you plan to attend, in order to complete your FAFSA and receive an EFC. **(We must have your Student Aid Report (SAR) on file to complete your request for Independent Status).**

After reviewing your circumstances carefully, your **FAA will decide** if you must provide parental information of if your circumstances allow you to proceed without providing parental data. ***Our decision is final and cannot be appealed to Federal Student Aid.***

If your circumstances allow you to proceed without providing parental data, you will have to provide documentation to verify your situation. Gather as much written evidence of your situation as you can. Written evidence may include court or law enforcement documents, letters from a clergy member, school counselor or social worker, and/or any other relevant data that explains your special circumstance.

Step Three: Submit the Independent Appeal Application including the Independent Verification Worksheet (complete sections A, B, C and E only), a letter of appeal (a written narrative) explaining in detail your special circumstances. Attach the letter and supporting documentation to be considered for your appeal to the Independent Appeal application form. Any questions regarding the supporting documentation you will be required to provide, please contact the financial aid office.

Step Four: Submit your application to the Financial Aid Office. The Financial Aid Committee will notify you with their decision by mail or by e-mail if you furnished your e-mail address. If you have questions contact the financial aid office at financialaid@washburn.edu or you may phone us at 785-670-1151.

Please allow a minimum of 10 working days for completion of the appeal process upon receipt of all documentation requested.