

# Independent Appeal 2022 – 2023



Financial Aid Office  
1700 SW College • Topeka, KS 66621  
(785) 670-1151 • (785) 670-1079 fax  
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Student Name

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Washburn ID

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Student Phone Number

Dependency status determines whose information must be provided on the FAFSA – student and parent (dependent) OR just student and/or spouse, if married (independent). Students are only considered to be independent if they meet certain criteria, as established by federal regulations.

More information regarding dependency status and criteria can be found at <https://studentaid.ed.gov/sa/fafsa/filling-out/dependency>.

**If you do not meet independent status criteria, but believe you have unusual circumstances, you may submit an independent appeal for review. Appeals for independent status are reviewed on a case-by-base basis and are only granted for unusual, documented circumstances, such as the following.**

**Check the box that applies.**

- Student's voluntary or involuntary removal from parents' home due to an abusive situation that threatened the student's safety and/or health
  - Incapacity of parents such as incarceration, disability or mental or physical illness
  - Inability of the student to locate the parent(s) after making reasonable efforts
  - Other extenuating circumstances sufficiently documented by a signed letter from a third party
- Letters written will need to provide supporting information for any box checked above. Most letters and documentation should also include dates, current living situation, and current contact with parents. Additional information may be requested.

The following conditions ***do not qualify*** for an independent appeal:

- Parents' refusal to contribute to the student's education
- Parents are unwilling to provide information on the FAFSA or for verification
- Parents do not claim the student as a dependent for income tax purposes
- Student demonstrates that he or she is fully self-sufficient

**If you believe you have an unusual circumstance that may qualify for an independent appeal, complete steps 1-4.**

- 1. Complete a 2022-2023 FAFSA (<https://fafsa.ed.gov>) without parent information.**
  - If your appeal is denied, you will have to correct your FAFSA with parent information at that time.
- 2. Submit a signed personal letter of appeal to the Financial Aid Office, indicating why you should be considered independent for financial aid purposes.**
- 3. Submit supporting documentation from authoritative, objective, third-party individuals or organizations.**
  - These may be letters to the Financial Aid Office from individuals who have first-hand knowledge of your situation, copies of legal documents, or other applicable documentation.
  - Letters may not be written by Washburn employees in admissions, financial aid, student one stop, or success coaches.
  - Letters of support from relatives and friends are not considered third-party and therefore will only be accepted for cases in which other appropriate documentation cannot be obtained (case-by-case).
  - Examples of appropriate third-party documentation include, but are not limited to:
    - Counselors or teachers
    - Government agencies
    - Courts
    - Medical personnel

**4. Submit required household and 2020 tax documentation.**

**A. Number of People in the Household and in College**

List anyone who you are financially supporting more than 50% from 7/1/22 – 6/30/23, including yourself.

Full Name	Age	Relationship to Student	Enrolled half-time in college?	If so, what college?
		Self		

If more space is needed, provide a separate page with your student name and ID number.

Answer the following question to determine whether you should complete section A or B.

**Q1. Did you file 2020 taxes?**

- YES (If yes, complete section B)       NO (If no, complete section C)

**B. 2020 Income Tax Information**

If you filed 2020 taxes, you must complete one of the following to provide verification of your tax information.

Check the box that applies:

- I have transferred, or will transfer, my tax information to my FAFSA through the IRS data retrieval tool.**
- To do this, you will need to log into your FAFSA, select the option to make corrections, link to the IRS, and resubmit your FAFSA with your electronic signature.
- I will provide Washburn with a signed copy of my 2020 Federal Income Tax Return.**
- \_\_\_ Check here if you will provide the signed copy of your 2020 Federal Income Tax Return at a later time.

**C. 2020 Income Information for Nontax Filers**

If you did not, and will not, file 2020 taxes, you must:

- Provide documentation from the IRS dated on or after 10/1/20 that indicates a 2020 IRS income tax return was not filed.**
  - To obtain a Verification of Nonfiling document from the IRS, complete Form 4506-T and submit it to the IRS. This form can be found at [www.washburn.edu/financial-aid-forms](http://www.washburn.edu/financial-aid-forms). Once received, submit to the Financial Aid Office.

\_\_\_ Check here if you will provide the 2020 Proof of Nonfiling at a later date.
- Check the box below that applies to your 2020 income.**

**I was not employed and did not have any income from work in 2020.**

**I was employed in 2020 but did not file a tax return.**

  - List the names of your employers and amounts earned.
  - Copies of your 2020 W-2 forms must be provided.

\_\_\_ Check here if you will provide the 2020 W-2's at a later date.

Employer's Name	2020 Amount Earned	IRS W-2 Form Provided?

If more space is needed, provide a separate page with student name and ID number.

**D. Certification and Signatures**

By signing this worksheet, you certify that all of the information reported on it is complete and correct.

**WARNING: If you purposely give false or misleading information on this worksheet, you may be fined, be sentenced to jail, or both.**

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

\_\_\_\_\_  
Date