



2024-2025

Unusual Circumstances Form

Student Name: _____

Student ID# _____

Federal financial aid regulations define dependency status for the purposes of federal student aid. Students may appeal for independent status on the basis of an unusual circumstance.

Unusual circumstances are conditions that support a change to a student’s dependency status based on a unique situation

The following circumstances are **not considered** as a basis for Independent Status:

- your parent(s) refuse to contribute to your education
- your parent(s) refuse to provide information for the FAFSA or for verification
- your parent(s) do not claim you on their tax return
- you have the ability to or are currently supporting yourself

Please Check Which Scenario Best Describes Your Situation

- I have been separated from both of my parents due to an abusive family environment
- I have been separated from both of my parents because they are incarcerated
- I have been separated from both of my parents due to abandonment and I am unable to contact them
- One of my parents is deceased and I do not know the whereabouts of my other parent
- I have a different situation that prevents me from contacting one or both of my parents

Documentation Required

Please attach **all** the following documentation to process your appeal: Partially submitted appeals will not be accepted.

1. A detailed explanation of your situation as it relates to your request. Be sure to include the last time that you had contact with your parents and the current location of your parents. Also detail how you are supporting yourself. If someone else is providing your support, please indicate to what extent.
2. Statement from at least **one unbiased** third party who is aware of your situation. A third party may **not** be a relative or friend. Please provide documentation that is on letterhead where appropriate. All statements must be on professional letterhead, signed and dated. (A Lawyer, Doctor, Employer, Clergy, or Counselor are examples of an unbiased third party.)
3. Statement from at least **one** third party who is aware of your situation. The third-party statement can be a relative or friend. Please provide documentation that is on letterhead where appropriate. All statements must be signed and dated.
4. All supporting documentation that will substantiate your circumstance, this can be but not limited to court documents, police reports, medical records etc.

For Centenary returning students – If you completed this process for the previous financial aid year, submit the following:

1. The new financial aid year unusual circumstance form signed.
2. Student statement explaining circumstance and confirming circumstances have not changed from last year.

Certification and Signature

By signing below, I certify that all the information provided is complete and correct.

Student Signature

Date

Financial Aid Office | finaid@centenaryuniversity.edu | www.centenaryuniversity.edu/financialaid

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