



2021-2022 Dependency Appeal

Financial Aid

Clark State College is required to consider parent information when determining financial aid eligibility for students who are not independent according to the Free Application for Federal Student Aid (FAFSA) dependency definitions. Exceptions to this requirement are made only when adequate documentation of extenuating circumstances exist.

We cannot accept digital signature(s). After completing all sections electronically, print the document and complete with a wet ink signature. Completed documents can be submitted in person, through email, fax, and mail.

SECTION A: Student Information

Name: _____ Student ID Number: _____
Address: _____ City: _____ State: _____ Zip: _____
Primary Phone: _____

SECTION B: Appealable Circumstances

- Severe circumstances within your family that prevent you from obtaining your parents' financial information:
 - Contact severed due to physical or mental abuse
 - Parents have abandoned student
 - Parents are incarcerated or mentally/physically incapacitated
- Death of a parent after filing the FAFSA and the surviving parent meets one of the conditions in item #1 above.
- You have extenuating circumstances not already described above which prevent any and all contact with your parents in order to obtain parental information for FAFSA filing.
- You have had an approved Dependency Appeal at Clark State College and are applying for a renewal for the 2021-2022 academic year. Skip to SECTION D.

Appeals CAN NOT be considered for the following reasons:

- You live on your own without parental financial support
- You parents do not contribute or cannot afford to contribute to your college expenses
- Your parents refuse to provide information for the FAFSA
- Your parents no longer claim you on their taxes

SECTION C: Required Documentation

Submit the following:

- Attach a detailed statement explaining the circumstances of your appeal. If your history includes legal intervention, include the dates of those actions as well as the nature of those events.
- Attach a notarized statement from an adult who can verify the family circumstances described in your personal statement. The letter can be from a friend or family who can verify your situation.
- Attach a signed letter on letterhead from an adult professional who is able to verify your situation in their professional capacity and who is not personally connected to you. Adult professionals include clergy members, attorneys, school guidance counselors, medical doctors, mental health professionals, teachers, professors, law enforcement officers, professional staff of Children Services Bureaus and other officers of the court. Court documentation (applicable to the situation described) may be considered of a statement from an adult professional.

4. If you are submitting an appeal due to a death of a parent, attach a copy of the death certificate.
5. If you are submitting an appeal due to incarceration, attach proof of parent's incarceration.
6. If you are submitting an appeal due to parental incapacitation, attach a letter from the parent's doctor explaining the parent's condition.

NOTE: All letters should explain the situation in detail. If you do not submit all of the required documentation or the documents do not adequately explain your situation, your appeal may be considered incomplete or may be denied.

SECTION D: Dependency Appeal Renewal

Follow the steps below if you have had an approved 2019/2020 or 2020/2021 Dependency Appeal at Clark State College.

1. Submit your 2021-2022 FAFSA. When you submit your FAFSA on-line, you will answer "No" to all the questions in the "Dependency Determination" section. Then in the "Special Circumstance" section, indicate that you are "unable to provide parent information." Do not provide any parent data, and "acknowledge that your FAFSA will be submitted without calculating an EFC.
2. Submit to the Financial Aid Office:
 - a. A signed personal statement certifying that the condition under which you previously appealed remain the same.
 - b. Required verification documents if your 2021/2022 FAFSA was selected for verification. See your Financial Aid Self-Service portal for required documents.

SECTION E: Verification

If your 2021-2022 FAFSA is selected for verification, you will be notified through your student email of documents you need to submit for the verification process.

SECTION F: Certification Statement ****Digital signatures are not permitted****

I certify that all of the information on this form and accompanying documents are true and complete to the best of my knowledge. Furthermore, I affirm that I have not knowingly or intentionally provided any false or fraudulent documentation.

Student Signature: _____ **Date:** _____

For FA Office use only.

Appeal approved? Yes No If not, why? _____

Signature of authorized school official: _____ Date: _____