



You reported either to the Longwood Office of Financial Aid or on your 2023-2024 Free Application for Federal Student Aid (FAFSA) that you have an unusual circumstance. This form must be completed and any required documentation submitted to our office before we can continue processing your financial aid.

Full Name: \_\_\_\_\_ Longwood ID Number: \_\_\_\_\_

Federal Student Aid requires all undergraduate students under the age of 24 to be a dependent student calculated on their parent's financial information listed on the FAFSA. However, if you think you have an unusual circumstance that warrants being an independent student there is an appeal process.

Unusual circumstances include the following: homelessness, at risk of homelessness, unsafe domestic environment, parental neglect, unknown whereabouts of parents and abandonment of parents.

Reasons not considered an unusual circumstance (can include but not limited to): A parent's unwillingness or inability to provide financial information or support, parents no longer claim the student on their tax return, the student's ability to be self-sufficient.

**Please select the following that pertains to your circumstance:**

- Dependency Circumstance: Unsafe domestic environment, parental neglect, unknown whereabouts of parents and abandonment of parents.
- Homeless Circumstance: Unaccompanied self-supporting youth at risk of homelessness and/or homeless.

**Required Appeal Documentation**

In addition to this form, **all** of the following supporting documentation is required:

- A signed statement from you, the student, explaining the circumstance that has resulted in your appeal. You must explain your current relationship with your parents and where you live during school breaks.
- A signed statement from an independent third party professional (ex: counselor, medical authority, clergy, court, government agency, social worker, teacher) who can attest first-hand to your circumstances.
- A signed second statement from an independent third party professional OR a statement from another source such as a family member.

You should also submit any documents that would support your request for independent status. This might include police reports, court documents, reports from social workers or medical professionals, etc. If you cannot obtain statements from any third party you will be required to meet with a staff member from the Financial Aid office to discuss these circumstances.

**Certification and Signatures**

If you purposely give false or misleading information on this form, you may be fined, sentenced to jail or both.

By signing and dating this form you certify that all statements and information are complete and correct. A representative from our office will contact you if further information or documentation is required.

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

**For the security of your personal data, please submit your completed form and all other requested documents using our secure upload, found here: [go.longwood.edu/uploadfa](https://go.longwood.edu/uploadfa)**