



## Financial Aid

### Gateway Dependency Override (Dependent to Independent Only)

The US Congress and Department of Education determine the criteria for whether a student is considered dependent or independent of their parents for financial aid purposes. How an applicant responds to the dependency questions on the FAFSA determines the dependency status. Gateway CTC understands that changes in the family setting can affect a student's ability to attend and to pay for college. To address these circumstances, HEA Section 480(d)(1)(I) and (d)(2) authorizes a financial aid administrator to use professional judgment (PF) on a case-by-case basis in order to address dependency issues.

If you do not meet one of the conditions listed on the FAFSA to be independent, but believe you have extenuating circumstances, which might warrant you being considered independent of your parents, for purposes of financial aid, you may explain those circumstances in an appeal. Unusual circumstances that may warrant a dependency override include abandonment by parents, an abusive family environment, unable to locate parents, or other similar circumstances. However, the following conditions do NOT indicate unusual circumstances and generally do not warrant a dependency override:

1. Parents refuse to contribute to the student's education
2. Parents are unwilling to provide information on the FAFSA or for verification
3. Parents do not claim the student as a dependent for income tax purposes
4. Student demonstrates total self-sufficiency

It is the policy of Gateway CTC Office of Financial Aid to begin accepting requests for dependency overrides January 1 for the upcoming academic award year. It is recommended that the request be submitted as early in the FAFSA filing process as possible. Dependency Override documentation is critical to the process.

Documents must support, and include the reason for, the decision and should in almost all cases originate from a third party with knowledge of the unusual circumstances. An acceptable third party is considered to be someone – such as a teacher, counselor, medical authority, member of the clergy, prison administrator, government agency, or court – that knows the situation and can provide documentation to support the claim.

The attached Request for Dependency Override along with supporting documentation allows dependent students, as determined by federal guidelines, to appeal their status and request a dependency override under certain circumstances. After review, the Financial Aid Administrator may request additional information if desired. Submitting this application with documentation does not guarantee that an appeal will be granted. All requests are considered to be decisions of professional judgment and the decision of the Financial Aid Director is final. A Request for Dependency Override must be submitted each academic year to be considered as the appeal decision does not roll over to a new award year.

#### **Submit the request and all supporting documents to:**

Financial Aid Office

Gateway Community and Technical College 790

Thomas More Parkway, Edgewood, KY, 41017

Or by Fax: 859-442-1107



## Request for Dependency Override

Student: \_\_\_\_\_ ID: \_\_\_\_\_  
Last Name First Name MI Number

If you do not meet one of the conditions listed on the FAFSA to be independent, but believe you have extenuating circumstances, which might warrant you being considered independent of your parents (read explanation on Page 1), for purposes of financial aid, you may explain those circumstances in an appeal. Unusual circumstances that may warrant a dependency override include abandonment by parents, an abusive family environment, unable to locate parents, or other similar circumstances.

The information below is required to appeal your dependency status for financial aid. Submit this form along with the supporting documentation to the Financial Aid Office, 790 Thomas More Parkway, Edgewood, KY, 41017, or Fax to 859-442-1107.

1. Written and signed statement of the circumstances which you believe warrant you being considered independent of your parents for purposes of financial aid.

**And**

2. Documentation to support your claim to be considered independent for financial aid purposes:
  - a. Written statement from a third party professional (such as a guidance counselor, legal counsel, court documentation, or other professional) that knows the situation and can provide documentation to support the claim.
    - i. Other documentation such as court documents, legal documents, or police reports that provide support of your claim may be submitted in addition to the third party statement.

Check the following statements, sign, and return with your written statement and documentation.

- Y I certify that to the best of my knowledge and belief the statements and information on the attached documents are correct.
- Y I understand that the submission of this appeal and the documents does not guarantee a change in dependency status.
- Y I understand that the decision of the Financial Aid Director regarding this appeal for dependency override is final.
- Y I understand that alternative payment arrangements may need to be made with the Business Office while awaiting a decision of this appeal.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_