



FOR OFFICE USE ONLY

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CAMPUS: INITIAL: _____

C D E OM

SECTION C: PERSONAL STATEMENT

Please attach a detailed, written explanation of the unusual circumstances preventing you from providing both Parent 1 and Parent 2 information on your FAFSA. *Note the list of situations that are not considered extenuating or unusual circumstances on previous page.*

My signed and dated statement is attached.

SECTION D: THIRD PARTY DOCUMENTATION

Third-party documentation is critical to making a determination on a dependency override request. Attach documentation supporting the extenuating circumstances that you have described in your attached statement. Third-party documentation **MAY** include, but is not limited to, one or more of the following:

- Federal or state documentation that your parent(s) are incarcerated
- Signed, dated letter **on official letterhead** from:
 - a state, county or Tribal welfare agency;
 - an independent living case worker who supports current/former foster youth with the transition to adulthood;
 - a public or private agency, facility, or program servicing the victims of abuse, neglect, assault or violence;
 - an attorney, guardian ad litem, a court-appointed special advocate (or similar), or a representative of a TRIO or GEAR UP program which confirms the circumstances and the person’s relationship to the student;
 - or a school counselor, teacher, social worker, medical/mental health professional, or clergy member which confirms the circumstances and person’s relationship to the student;
- High school (senior year) records indicating guardian/custodian
- Death certificate(s) of parent(s), and birth certificate of student, if applicable

! Documentation from family or friends (e.g. neighbors, grandparents, aunts, uncles, etc.) is not considered “third-party”.

SECTION E: ACKNOWLEDGEMENTS & CERTIFICATION

- I understand all dependency override decisions are made on a case-by-case basis, and this written request does not guarantee approval.
- If requested, I agree to provide further documentation to substantiate this request. Failure to submit all requested documentation will result in denial of the Dependency Override Request.
- NOTICE: Please be aware that, according to Maryland Family Law 5-701, educators are required to report current and past child abuse and neglect even when the former victim is now an adult and even when the former alleged abuser is deceased. If you disclose current or past abuse/neglect in any submitted paperwork or to any financial aid staff personally, we are required by law to report it. CCBC Financial Aid Office will report the suspected abuse/neglect to the Title IX officer. If you have any questions, contact the Title IX Office at TitleIX@ccbcmd.edu.

Warning: The student signing this worksheet certifies that all the information reported is complete and accurate. 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

Please allow *at least* 2-3 weeks after ALL documents submitted for review. Check your SIMON account for status updates.
All documents must be submitted by the last day of the semester.