



## REQUEST FOR DEPENDENCY OVERRIDE

Central Louisiana Technical Community College Financial Aid Office (FAO) may do dependency overrides on a **case-by-case** basis for students with unusual circumstances. **However, none of the conditions listed below, singly or in combination, qualify as unusual circumstances meriting 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.

Unusual circumstances do include (and may cause any of the above conditions) abandonment by parents, an abusive family environment that threatens the student's health or safety, or the student being unable to locate his parents. In such cases a dependency override might be warranted. Overrides do not carry over from one year to the next. The FAO must reaffirm each year that the unusual circumstance persists and an override is still justified.

### **DOCUMENTATION**

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Documentation is **critical** to the dependency override process. The following documents **MUST** be submitted with your request:

1. **Personal Statement:** The personal statement should provide an explanation of the unusual circumstance and a reason why an override is being requested.
2. **Supporting Documentation:** You **MUST** provide supporting documentation, which might include any of the following. Please note that additional documentation may be requested by the committee for further review.
  - Any letter of support written by third parties (see below). Documentation, other than from the court, must be on professional letterhead and include the individual's name, address, phone, and indicate their relationship to you. The letter must be signed and dated by the individual. Please indicate the source of your documentation below, and attach the document(s) to this form and submit it/them to the Financial Aid Office for review.
    - Teacher
    - Counselor
    - Medical Authority
    - Clergy
    - Prison Administrator
    - Government agency
    - Court
    - Police

\_\_\_ A physician's statement, medical record, court documents, or death notice

