2025-2026 Unusual Circumstances Request for Dependency Change

Student Name: _____ TCU ID: _____

Phone Number: _____ Email Address: _____

This form is for a financial aid applicant who is self–supporting to petition the Office of Scholarships and Student Financial Aid to authorize filing the Free Application for Federal Student Aid (FAFSA) as independent although the applicant does not meet the definition of an independent student as prescribed by the U.S. Department of Education. Unusual circumstances must be adequately documented and based on a unique situation (e.g., human trafficking, refugee or asylee status, parental abandonment, incarceration). Once all documentation and requested information is received, the student will be notified of the results within 60 days. If TCU approves your request for a dependency status change, it may only be valid at TCU.

Please Note: The Department of Education has identified conditions that, individually or in combination with each other, DO NOT merit a change in dependency status, such as parent's refusal to contribute to a student's education, a parent's unwillingness to provide income information, a parent not claiming a student as a dependent for tax purposes, or a student demonstrating financial self–sufficiency.

1. You must submit to our office copies of the Tax Return Transcript of the <u>two</u> most recent tax returns you filed, with attached W-2 forms.

    Mark if you did not file a tax return for: ☐ 2022 ☐ 2023

2. You must also submit two references by any of the following persons who can verify your situation: a close relative with whom you are not presently living, a high school counselor, teacher, principal, or superintendent; tax account and/or attorney; person(s) with whom you reside; director of the student outreach program; pastor or another professional who has knowledge of your situation. **Make sure any submitted references include your name, TCU ID number, and the following: how long the reference has known you, a description of their relationship to you, and their own statement about your current living/financial situation.**

3. You must submit a letter to our office explaining in detail your circumstances for requesting a change in dependency status. Include information such as: Where do your parents reside, and when was the last time you had contact with either of them? What is the reason that your parents do not provide housing/support? What is the reason your parents refuse to help with your education? What reasons can you give to substantiate independence from your parents' support?

4. Did you live with either parent during the past calendar year? ☐ Yes ☐ No

    If yes, When? _____

5. Have you received any financial support from your parents in the past year (payment of bills, cash for expenses, etc.)? ☐ Yes ☐ No

    If yes, indicate the amount $_____ and the date you received it _____

Please upload through your TCU Financial Aid portal.

6.   Did anyone besides yourself, claim you as a <u>Tax Exemption</u> on his or her tax return in the past two years? ☐ Yes ☐ No
If yes, what is his or her name and relationship to you?

_____

7.   What is your current permanent address? _____

How long have you lived there? _____

Is the residence listed above owned by a relative? ☐ Yes ☐ No

If yes, how are you related? _____

If you reside with someone, provide the following information about that person(s):

Name: _____ Relationship: _____

Length of joint residency: _____

_____

All the information on this form is true and complete to the best of my knowledge. I understand that if all the information requested above is not supplied, no action will be taken on this request. If asked by an authorized official, I agree to give proof of the information that I have given on this form. I also realize that if I do not give proof when asked, my application for financial assistance as an independent student will not be processed. I also understand that any suspected fraud will be reported to the appropriate authorities and the Office of the Inspector General.

_____   _____
Student Signature *(not typed)*   Date

Texas Christian University does not discriminate on the basis of personal status, individual characteristics or group affiliation, including but not limited to classes protected under federal and state law.

FINSC/Oct2024