



If you have reported unusual circumstances on your FAFSA or to the Office of Financial Aid, it's essential to know that all undergraduate students under 24 must be considered dependent students based on their parent's financial information. However, if you strongly believe there is a justifiable reason, you can appeal to be considered an independent student.

This form must be completed, and any required documentation must be submitted to our office before we can continue processing your financial aid.

**A. STUDENT INFORMATION**

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

**B. UNUSUAL CIRCUMSTANCE INFORMATION**

*Unusual circumstances include the following:* unsafe domestic environment, parental neglect, unknown whereabouts of parents, abandonment by parents, human trafficking, student or parent incarceration, legally granted refugee or asylum and separated from 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.

**C. 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.
- A signed statement from an independent third-party professional (ex: counselor, medical authority, clergy, court, government agency, social worker, teacher, professor) who can attest first-hand to your circumstances.
- A signed second statement from an independent third-party 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 a third-party, you must meet with a staff member from the Financial Aid office to discuss these circumstances.

**D. CERTIFICATION AND SIGNATURE**

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)**