

Office of Student Financial Aid and Scholarships 2014-2015 2015-2016
(please select application year)Student's Name: _____ ID#: _____
(Please print) Last First**PETITION TO COMPLETE THE FEDERAL STUDENT AID APPLICATION**
WITHOUT PARENTAL INFORMATION

IMPORTANT NOTE: This petition is valid for only one school year. If you will be applying for aid next year without parent information, you will need to re-document your status. Contact PSU Office of Student Financial Aid and Scholarships before you reapply.

Purpose of petition:

The Free Application for Federal Student Aid (FAFSA) states the criteria used to determine if a student's parent(s) must provide information on the aid application. If the FAFSA instructs you to provide parental information, but if *you have unusual family circumstances which prevent you from having your parent(s) complete the FAFSA, you may use this petition.*

NOTE: The decision to allow you to apply for financial aid without parental information is made on a case-by-case basis. If you previously applied for financial aid without parental information at another school, you will still need to complete this petition. You may attach documentation that your petition was approved at another school, rather than the supporting documentation requested below. If your petition is approved at PSU and you then transfer to another school, you will need to contact the Financial Aid Office at that school to find out what steps they require.

Instructions for completing petition:

- Attach all documentation requested
- Submit *completed, signed* petition to PSU Office of Student Financial Aid.
- If you have not already submitted the FAFSA for this year, complete the student section of the FAFSA online at www.fafsa.gov.

All the information provided with this petition is confidential and will not be disclosed to anyone without your written consent.

Portland State University
PO Box 851
Portland, OR
97207-0851

Phone: 503-725-3461
Toll Free: 800-547-8887
FAX #: 503-725-5965

All the information included is true and complete to the best of my knowledge. If asked by an authorized official, I agree to give proof of the information I have submitted.

Signature_____
Date

REASON FOR THE PETITION AND DOCUMENTATION NEEDED

Severe circumstances within your family prevent you from obtaining your parent's financial information. Your parent's unwillingness to complete the financial aid application or unwillingness or inability to support you financially is not considered as a part of this situation.

Examples of a severe circumstance:

- An abusive home situation which is detrimental to your physical or mental well-being.
- Abandonment by both parents.
- Incarceration of the custodial parent.

1. Attach a personal statement which explains the reason for your petition. **Your statement must be signed and dated.** Information to consider including in your personal statement:

- The location of each of your parents
- The when, where, and nature of your last contact with each of your parents
- Your means of financial support since the time of separation from your parents

2. Attach two signed letters supporting your petition that detail why your parent cannot complete the FAFSA. At least one of the letters must be from a professional source. The second letter may be from a relative or friend. The professional's letter(s) **must be on agency letterhead and include their title** ("counselor," "rabbi," etc.). Acceptable sources:

- Attorney
- Case worker, such as Department of Human Services, or other child/youth welfare agency
- Clergy member
- Law enforcement officer
- Medical doctor
- Mental health professional
- Officers of the court
- School counselor or teacher

You are over age 21 but under age 24, are homeless or are self-supporting and at risk of homelessness.

Homelessness is defined as "lacking fixed, regular and adequate housing".

1. Attach a personal statement which explains your current housing situation. **Your statement must be signed and dated.**

2. Attach a signed letter from one of the professional sources listed below (on agency letterhead) verifying your current status. You can request an appointment with a PSU financial aid counselor for a qualifying interview if you are unable to provide other professional documentation of your status. Acceptable authorities who may provide verification of your current status after a qualifying interview:

- A director of a public or privately funded homeless shelter or service provider; or
- A high school counselor from your former high school; or
- A homeless liaison with your former school district; or
- A social worker, mentor, doctor, or clergyperson; or
- A TRIO or GEAR UP program administrator; or
- A college Financial Aid Administrator at PSU or a previously attended school.

Your parents reside in a foreign country and cannot be contacted by regular means of communication. If your parents reside in a country which has experienced long-standing political or civil unrest and they cannot receive and return the FAFSA, you may petition for this condition.

1. Attach a personal statement which explains when and how you arrived in the United States and your parent's current location. **Your statement must be signed and dated.**

2. If you arrived in the United States with the assistance of a refugee organization, sponsor or other family member, attach a letter from the agency, sponsor or a family member to verify that mail and funds cannot be readily or reasonably transferred between residents of the United States and the country where your parents are currently residing. If you arrived in the United States independently, a letter from the embassy of your former country may be used to verify that mail and funds cannot be readily or reasonably transmitted to and from the United States.