
The Department of Education determines a student's status as dependent or independent by the answers the student provides on certain items of the Free Application for Federal Student Aid (FAFSA). Students are classified as dependent or independent because federal student aid programs are based on the principle that students (and their parents) are considered the primary source of support for postsecondary education.

Self-sufficiency of the student or parent's unwillingness to financially contribute to a student's education are **not** sufficient reasons for determining a student's status as independent. However there are situations when a student may have unusual circumstances in which s/he should be considered independent. There must be a justifiable reason to excuse the parents from their financial responsibility.

The following information explains the procedure used to determine a student's eligibility for an Independent Appeal. A Financial Aid Administrator will review the student's appeal by examining the supporting documentation provided by the student and will either approve or deny the student's request. The student will be notified in writing of the decision.

PLEASE NOTE: The Financial Aid Administrator's decision is final and cannot be appealed to the U.S. Department of Education.

Section I: Circumstances Given Consideration

Parental Support was terminated due to:

1. A student's voluntary or involuntary removal from their parent's home due to an extreme situation that threatened the student's health and/or safety.
2. Incapacity of parent(s) due to incarceration, mental or physical illness, or the inability of the applicant to locate the parent(s).
3. Other extenuating circumstances that can be sufficiently documented.

Section II: Review Procedures

1. All submitted documentation will be reviewed by the financial aid administrator.
2. An official notification of the administrator's decision will be sent to the student along with an explanation of any further action necessary to complete his/her application for aid.
3. If the student has filed a FAFSA for the year under review, the financial aid administrator will make any necessary corrections to the FAFSA.
4. If the student has not yet filed a FAFSA for the year under review, instructions explaining how to apply will be sent to the student.

Section III: Renewal of an Independent Appeal for Future Years

Students who are granted an Independent Appeal will be required to renew their appeal each subsequent year. The Financial Aid Administrator will request documentation from the student regarding their current status for review.

NOTE: To be considered for an Independent Appeal, you must complete the second page of this form and provide the documentation required to the Office of Student Financial Aid.

Name: _____ University ID#: _____

1. Did anyone claim you on their 2010 federal income tax return?

Input boxes for 'No' and 'Yes' responses.

No
Yes-Person's Name: _____ Relationship to you: _____

2. Did anyone claim you on their 2011 federal income tax return?

Input boxes for 'No' and 'Yes' responses.

No
Yes-Person's Name: _____ Relationship to you: _____

3. Have you previously been approved for an Independent Appeal at Iowa State University?

Input boxes for 'No' and 'Yes' responses.

No-You must provide the documents required under letters A, B, C.
Yes-You must provide the documents required under letters A, C.

4. Please attach the following documentation:

A. A personal letter explaining your request for an Independent Appeal.

Provide as much detail as possible describing your separation from your parents. The following information is required:

- Include the last contact you had with each parent and the frequency of contact with each parent over the past five years.
• Explain why you cannot provide parental financial information on the 2012-2013 FAFSA.
• Describe your living arrangements over the past five years, including with whom you resided and who has provided financial support to you.
• Make sure your name, university ID, and signature are included in the letter.

B. Letters from two individuals who can attest to your situation.

The letters should provide as much detail as possible describing your separation from your parents.

- Each letter must include the individual's name, title or position, address and signature.
• One letter must be from a professional individual not related to you (counselor, social worker, clergy, police, etc.).
• The second letter can be from someone who can verify your situation.
• The two individuals cannot be related to each other AND must reside at separate addresses.

C. Complete and sign the enclosed 2012-2013 Student Institutional Verification Form (IVF) and include any federal tax documents as requested on the IVF.

I certify that the information listed on this form and all supporting documents concerning my request for an Independent Appeal are correct and complete. I also understand the Financial Aid Administrator's decision is final and cannot be appealed to the U.S. Department of Education.

Student Signature

Date



2012-2013 Institutional Verification Form (Student)

Your Free Application for Federal Student Aid (FAFSA) was selected for review in a process called verification (CFR Title 34, Part 668). In this process, Iowa State University will be comparing information from your FAFSA with a copy of your 2011 federal tax return transcript, W-2 forms or other financial documents. If there are differences between your FAFSA information and your verification documents, the Office of Student Financial Aid may make corrections to your FAFSA.

Any verification documents with missing or incomplete information cannot be processed. An email notification will be sent to your FAFSA and/or ISU addresses requesting corrections be made. Resubmit a corrected form as soon as possible to avoid a delay in approval for your financial aid. Forms must be **completed in blue or black ink**.

A. Student Information

Last Name	First Name	Middle Initial	University ID
Address (local if available)			Date of Birth
City	State	ZIP Code	Phone Number

B. Family Information for Independent and Vet Med Students (Dependent Students Skip Section B)

If you are an independent or Vet Med student, list below the people in your household. If you are unsure as to whether you are a dependent or independent student, refer to the following website www.financialaid.iastate.edu/fafsa/dependency.php.

- List your spouse if applicable. If your spouse is currently enrolled in college, please provide the FULL college name.

Spouse Name: _____ Spouse's College: _____

- List your children if you will provide more than half of their support from July 1, 2012 through June 30, 2013.
- List other people, only if they will live with you and will receive more than half of their support from you between July 1, 2012 and June 30, 2013.

Name	Age	Relationship to you	List FULL name of college ONLY if individual is working toward a degree or certificate at least 1/2 time during 2012-2013

Student

- Filed federal taxes (complete Sections C and E)
- Did not file (complete Sections D and E)

Spouse

- Filed federal taxes (complete Sections C and E)
- Did not file (complete Section D and E)

C. If you were required to file a U.S. Federal Tax Return

- Please provide a copy of the 2011 student and/or spouse (if applicable) federal tax return transcript or Puerto Rican tax return to the office of Student Financial Aid.
 - Refer to the following webpage for details on how to secure a copy of your **federal tax return transcript** www.financialaid.iastate.edu/fafsa/verification.php.
 - If student and student's spouse filed "married filing separately"; submit **federal tax return transcripts** for both tax filers.
- Tax extensions are only accepted conditionally; an email with details will be provided upon receipt of a tax extension.
- If student filed taxes with status of "married filing jointly" but reported on the FAFSA you are now separated, divorced or widowed, you must provide a copy of the Iowa tax return or copies of all W-2s along with proof of divorce or separation.



D. If you did not file a U.S. Federal Tax Return

- If the student or student's spouse did not file a U.S. federal tax return, list any wage or non-wage income received in 2011.
- Provide copies of all W-2 forms and/or financial earning statements as supporting documentation. If student didn't work in 2011, write "none".
- Provide an English translation of foreign documents.

Student Employer's Name and/or Income Source	2011 Income
	\$
	\$
	\$

Spouse's Employer's Name and/or Income Source	2011 Income
	\$
	\$
	\$

E. Additional Financial Information

(Enter combined amounts for student & student's spouse, if married at the time FAFSA was filed.)

If your answer is zero or does not apply, enter 0 (zero). **Do not leave blanks.**

Taxable earnings from Federal Work-Study. Work-Study Institution: _____	\$
Combat pay or special combat pay considered taxable and included in your adjusted gross income. Do not enter untaxed combat pay as reported on the W-2 (box 12, Code Q).	\$
Earnings from work under a cooperative education program offered by a college. College Name: _____	\$
Payments to tax-deferred pensions and savings plans (paid directly or withheld from earnings). Reported on W-2 Form Boxes 12a through 12d, codes D, E, F, G, H and S.	\$
Annual child support received for all children. Do not include foster care or adoption payments.	\$
List housing, food and other living allowances paid to members of the military, clergy and others (including cash payments and cash value of benefits). For members of the military: Do not include BAH or the value of on-base military housing Do include BAS	\$
List other untaxed income not reported, such as workers' compensation, disability, etc. Do not include student financial aid, earned income credit, additional child tax credit, welfare payments, untaxed Social Security benefits, Supplemental Security Income, Workforce Investment Act educational benefits, combat pay, benefits from flexible spending arrangements (e.g., cafeteria plans), foreign income exclusion or credit for federal tax on special fuels. List source(s) of other untaxed income: _____	\$
Money received, or paid on your behalf (e.g., bills), not reported elsewhere on this form. Do not include money received or paid on your behalf by the parent(s) listed on your FAFSA. Do not include financial aid. List source(s) of other money received: _____	\$

F. Signature

By signing this worksheet, I certify that all the information reported is complete and correct. I understand if I purposely give false or misleading information on this worksheet, I may be fined \$20,000, sent to prison, or both. I am also granting the Office of Student Financial Aid permission to update the FAFSA through the Federal Student Aid online correction tool to match the values found on this and other verification documents you have or will provide.

Student Signature

University ID

Date