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UTSA ID

Student's Last Name

Student's First Name

2009-2010 UTSA Request for Independent Status

Office of Student Financial Aid and Enrollment Services (SFAES)
University of Texas at San Antonio, One UTSA Circle, San Antonio, Texas 78249-0687
1-800-669-0919 financialaid@utsa.edu www.utsa.edu/financialaid

DOCUMENTATION SUBMITTED BY FAX OR EMAIL WILL NOT BE ACCEPTED

You may use this form to request a review of extenuating circumstances regarding your independent status as discussed with a UTSA Financial Aid and Enrollment Services Officer. **Please submit all documents at the same time**, and write your name and Student ID at the top of every document. Documentation may be submitted in person at the Enrollment Services counter, via U.S. mail, or at our drop box location.

The following examples *do not* warrant a dependency override:

1) Parents refuse to contribute to the student's education
2) Parents refuse to fill out information necessary to complete the FAFSA
2) Parents do not claim the student as a dependent for income tax purposes
3) Student demonstrates total self-sufficiency

STEP 1: Indicate whether you are requesting a dependency override for the first time at UTSA, or are requesting a renewal of a previously granted dependency override. Please note that all dependency override documentation must be confirmed.

☐ **NEW REQUEST FOR INDEPENDENT STATUS CHECKLIST:**

If this is your first time submitting a dependency override request to UTSA, please turn in all of the following information at the same time. We cannot process a request without all documentation, and additional documentation may be requested.

— Download, complete and submit a ***signed*** paper FAFSA to Student Financial Aid and Enrollment Services http://www.federalstudentaid.ed.gov/fafsa/fafsa_options.html#pdfFafsa2009-2010.
— Letter detailing the special circumstances that make you independent from parents.
— Two statements from professionals (teacher, counselor, clergy, social worker) familiar with the situation further outlining and verifying the special circumstances. The statements must include address and telephone numbers and must be on letterhead.
— Complete the *back* of this form in its entirety and sign and date.
— Attach a ***signed*** copy of your 2008 federal income tax return.

☐ **RENEWAL REQUEST FOR INDEPENDENT STATUS CHECKLIST**

If you were granted a dependency override in 2008-2009, please turn in all of the following information. We cannot process a request without all documentation, and additional documentation may be requested.

— Download, complete and submit a ***signed*** paper FAFSA to Student Financial Aid and Enrollment Services http://www.federalstudentaid.ed.gov/fafsa/fafsa_options.html#pdfFafsa2009-2010.
— Submit updated letter detailing the special circumstance that makes you independent from your parents.
— Complete the *back* of this form in its entirety and sign and date.
— Attach a ***signed*** copy of your 2008 federal income tax return.

PRIVACY NOTICE

With a few exceptions, you are entitled to be informed about the information U.T. San Antonio collects about you. Under Sections 552.021 and 552.023 of the Texas Government Code, you are entitled to receive and review this information. Under Section 559.004 of the Texas Government Code, you are entitled to have U.T. San Antonio correct information about you that is held by us and that is incorrect, in accordance with the procedures set forth in the University of Texas System Business Procedures Memorandum 32. The information that U.T. San Antonio collects will be retained and maintained as required by Texas records retention laws (Section 441.180 et. seq. of the Texas Government code) and rules. Different types of information are kept for different periods of time.

OFFICE USE ONLY

Date Received by SFAES: _____

Entered on RRAAREQ by: _____

Processed by: _____

RRAAREQ Code: **DEPOVR**
Revised on 3/26/2009

Webx Code: **FA_DEP_OVERRIDE**

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Student's Last Name

Student's First Name

STEP 2: Complete the tables below by selecting the applicable box.

TABLE 1: LIVING ARRANGEMENTS

	On-Campus	Off-Campus	With Parent(s)	Other
Where did you live in 2008?				
Where will you live in 2009?				

TABLE 2: DEPENDENCY QUESTIONS

	No	Yes
Did your parent(s) claim you on their 2008 federal tax return?		
Will your parent(s) claim you on their 2009 federal tax return?		
Did your parent(s) provide your health insurance for 2008?		
Will your parent(s) provide your health insurance for 2009?		
Did your parent(s) provide your auto insurance for 2008?		
Will your parent(s) provide your auto insurance for 2009?		

TABLE 3: MEANS OF SUPPORT

	2008	**2009 (estimate)**	
Work Income	$	$	Name of employer:
Value of Other Resources	$	$	Sources (please circle all that apply): monetary gifts, interest income, parental allowance, free rent, other:
Student Financial Aid	$	$	Types (please circle all that apply): scholarships, loans, grants, tuition assistance, other:
Trust Fund Income	$	$	

TABLE 4: AVERAGE MONTHLY BUDGET

Rent/Mortgage	$
Utilities	$
Telephone	$
Car Payment	$
Car Insurance	$
Health Insurance	$
Other Personal Expenses	$
TOTAL EXPENSES:	**= $**

TABLE 5: STUDENT ASSETS

Current balance of cash, savings and checking.	$
Current net worth of investments, including real estate (not your home)	$
Current net worth of business and/or investment farm.	$
Other Untaxed Income (which also includes any child support received)	$

STEP 3: CERTIFICATION STATEMENT

Your signature on this document confirms your acknowledgement of the following:

- The information submitted for review is true and correct to the best of your knowledge.
- You have read each section and have provided the required documentation.
- Providing false information may result in reduced eligibility, repayment of aid, or both.
- Additional documentation may be required upon request.
- During peak seasons, there may be a four week processing time for the request.
- Status of the request will be emailed to your UTSA email account.

Student Signature: _____ Date: _____

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