



Request for Unusual Circumstances

STUDENT SERVICES – FINANCIAL AID

Student's Name: _____ ctcLink ID: _____

Address: _____ Phone: _____

Financial Aid regulations assume that the family has primary responsibility for meeting the educational costs of students. If you are considered a dependent student according to the financial aid definition, your aid eligibility is determined by using parent income and asset information in addition to your information. Dependent students are required by law to provide parental information to be considered for financial aid.

Occasionally, due to extraordinary circumstances, students cannot obtain parental information. If you cannot provide this for some reason, you may petition for a waiver of federal regulations requiring parental information. In your petition, on a separate sheet of paper, answer each of the following:

1. Identify the location of both of your parents.
2. Describe the last time you had contact with each of your parents
 - a. When
 - b. Where
 - c. The nature of the contact
3. Explain why you cannot obtain parental information.
4. Describe how you have been self-supporting:
 - a. When did you start meeting your expenses without parental support?
 - b. How have you provided for yourself?
5. Provide statements from two responsible adults who are aware of your situation and can corroborate the facts you present. Examples of such persons would include clergy, social workers or other social service personnel, court officials (or copies of court documents), teachers or high school counselors and police officers. At least one statement must be from someone who is not a relative or friend.
6. Certify below: I have attached statements from the following persons (give name, address, and relationship to you):

Name:
Phone:
Relationship:

Name:
Phone:
Relationship:

I certify that the information provided in this petition is true and correct:

Signature: _____ Date: _____

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