

## 2024-2025 Unusual Circumstances Appeal

Last Name

First Name

MI

If you do not meet any of the federal criteria to be considered independent, but you believe you have unusual or extenuating circumstances that make you independent, then you may submit this request to appeal your dependency status. These are generally severe circumstances within your family that prevent you from obtaining your parents' financial information. If your parents refuse to provide financial information or support, please submit a **Certification of Parent Refusal to Provide Financial Support** form instead of this appeal.

**NONE of the conditions listed below, singly or in combination, qualify as unusual circumstances meriting an appeal of unusual circumstances:**

- You and your parents had disagreements resulting in a breakdown in your relationship.
- Your parents cannot afford or refuse to help with college or living expenses.
- You are self-supporting.
- You do not live in your parent's home.
- You are not claimed by your parents as a dependent for income tax purposes.

**Unusual circumstances DO include** an abusive family environment or abandonment by parents and may cause any of the above conditions. Also, if you are at risk of homelessness. In such cases a dependency status appeal might be warranted.

**Have you been approved for a dependency status appeal in the past at the University of Houston?**

**YES** – Complete only items 1-4.       **NO** – All items below are required.

1. **The 2024-2025 FAFSA® submitted online, but with the parent section left blank** ([studentaid.gov](http://studentaid.gov)).
2. **2022 IRS Tax Return Transcript** ([www.irs.gov](http://www.irs.gov)) **OR** **2022 W-2 and Student 2022 Tax Return Student Statement of Non-Filing Form on the third page (if taxes were not filed but income was earned).**
3. **Complete the second and third pages of this form: (2) Family Size Verification Worksheet and (3) 2022 Non-filing certification.**
4. **A typed, signed, detailed letter** from you explaining your extenuating circumstances, including:
  - The names of BOTH natural parents (even if deceased), your current relationship with them, and the circumstances which led to your independence
  - The reason(s) why you cannot provide parental information on the 2024-2025 FAFSA®
  - Your living arrangements over the past year, with whom you have lived, and who has provided financial support for you
  - Specific dates of circumstances that led to your independence and whether or not a restored relationship with your parent(s) is possible. Please submit supporting documentation, if applicable.
5. **Typed, signed, detailed letters from (2) separate individuals** not related to you who can verify your unusual circumstances.
  - Each letter must include contact information, each person's individual relationship to you, and as much information about your situation as possible (Letters from partners/spouses or roommates are not sufficient).
  - At least one letter must be from a professional individual such as a clergy member, guidance counselor, teacher, professor, doctor, health professional, employer, or law enforcement officer.

Be assured that all information you provide will be held in the strictest confidence and is protected under the Family Educational Rights and Privacy Act.

# FAMILY SIZE VERIFICATION WORKSHEET

## Family Information

List the number of people in your household, including:

- **Yourself**
- Your spouse (if you are married)
- Children for whom you or your spouse will provide more than 50% of their support from July 1, 2024 - June 30, 2025.
- Dependents for whom you or your spouse will provide more than 50% of their support from July 1, 2024 - June 30, 2025.

You **MUST PROVIDE the names and ages** of all household members listed in the space(s) below.

Also, write in the name of the college for any household member who will be attending at least half-time between July 1, 2024 and June 30, 2025, and will be enrolled in a degree, diploma or certificate program.

If you need more space attach a separate page.

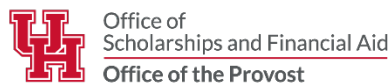
Full Name	Age	Relationship	College Enrolled in at Least Half Time
Missy Jones (example)	18	Sister	Example University
		Self	University of Houston

**Print and Sign this Worksheet** *(NO digital or electronic signatures – failure to print and sign will delay your financial aid)*

**I hereby certify that all information contained in this application for independent status, including the personal statement and documentation, is true and complete to the best of my knowledge. I authorize the Office of Scholarships and Financial Aid to contact the references that I have provided to discuss the information included in their statements. I understand that the submission of this appeal does not constitute an approval, nor does it release me from my financial obligations to the Bursar’s Office (Student Business Services). I understand that the decision of the Office of Scholarships and Financial Aid is final and may not be appealed.**

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

State law requires that you be informed of the following: (1) with few exceptions, you are entitled on request to be informed about the information the University collects about you by use of this form; (2) under sections 552.021 and 552.023 of the Government Code, you are entitled to receive and review the information; and (3) under section 559.004 of the Government Code, you are entitled to have the University correct information about you that is incorrect.



## 2022 TAX RETURN STUDENT STATEMENT OF NON-FILING

Information from your FAFSA® will be compared to any financial documents submitted. Federal law requires that we collect this information and complete verification before awarding federal aid. If there are differences between your FAFSA information and your financial documents, corrections may be needed.

### 1. U.S. Wages and Income Information

#### A) Did NOT Earn Wages or Income

\_\_\_\_\_ I, the student, certify that I **did not earn** any wages or income in 2022.

**INITIAL**

#### B) Did Earn Wages or Income

Submit all 2022 W-2's. If you are unable to provide all copies of your 2022 W-2's, you will need to submit a 2022 IRS Wage and Income Transcript. Request a Wage and Income Transcript from the IRS at: <https://www.irs.gov/individuals/get-transcript>

Employer's Name or Source of Income List every employer or source of income even if you were not issued an IRS W-2 form.	2022 Amount Earned	IRS W-2 Attached?
Suzy's Auto Body Shop (example)	\$2,000.00	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
		<input type="checkbox"/> Yes <input type="checkbox"/> No
		<input type="checkbox"/> Yes <input type="checkbox"/> No
		<input type="checkbox"/> Yes <input type="checkbox"/> No

### 2. U.S. IRS Verification of Non-Filing Letter

Federal financial aid regulation requires you to attempt to request and submit a [2022 IRS Verification of Non-Filing Letter](#) confirming you did not file taxes. You may request the letter from the IRS at the following webpage: <https://www.irs.gov/individuals/get-transcript>  
*Attach and submit your 2022 IRS Verification of Non-Filing Letter along with this form*

**Student:** initial below *only* if you have made a good faith effort to do so, but are unable to obtain the IRS Verification of Non-filing Letter

\_\_\_\_\_ I, the student, certify that I attempted and was not able to obtain a copy of my 2022 IRS Verification of Non-Filing Letter.

**INITIAL**

### 3. Certification of 2022 Non-Filing Status

I, the student applying for financial aid, certify that I will not file and am not required to file a 2022 U.S. Income Tax Return. By signing this form, I certify that all the information reported on it is complete and correct.

Printed Name: \_\_\_\_\_

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

*(black or blue ink, no electronic signatures accepted)*

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Office of  
Scholarships and Financial Aid  
Office of the Provost

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Welcome Center hours: Monday-Thursday, 8 a.m.-5 p.m.; Friday, 9 a.m.-5 p.m. • [www.uh.edu/financialaid](http://www.uh.edu/financialaid)