



Lansing Community College
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**Special Circumstances by
 Professional Judgment**

**Independent Status Appeal Form
 2008-2009**

Student Name: _____ LCC Student #: _____

The U.S. Department of Education policy states the parents have the primary responsibility for paying the cost of education. If, however, there is an unintentional, involuntary, and uncontrollable break in the relationship between parent(s) and student, Lansing Community College may be able to consider the student independent. **Proving self-sufficiency and living on your own is secondary to determining the break in the relationship.** To make that determination, we will need a detailed written explanation and substantiating documentation. The Financial Aid Office understands there may be family situations that warrant a *dependency override* for extreme circumstances, such as **parental drug or alcohol abuse, neglect, abandonment, or refugee status.**

According to Federal Guidelines, the conditions listed below DO NOT qualify as unusual circumstances meriting a dependency override.

1. Parental refusal to contribute to the student's education.
2. Parents are unwilling to provide information on the FAFSA or for Verification purposes.
3. Parents do not claim the student as a dependant for income tax purposes.
4. Student is financially self-supporting.

The Appeal Process:

- LCC Financial Aid staff will check your appeal to be certain that you have provided detailed information and substantiating documentation. If your appeal is incomplete, it will be returned to you.
- An appointment may be requested to complete your FAFSA application. If the Financial Aid staff determines an appointment is necessary, you will be contacted.
- Return this signed form and all required documentation to the Financial Aid department (address at top of form).
- Processing times vary, please allow at least three weeks for a decision on your appeal.

Please review and complete the following requirements:

- Personal Statement (Required)**
Please write a statement explaining why you should be considered independent. Describe the circumstances of the separation from your parent(s) and the status of your current relationship with them.
- Professional Letter (Required)**
Provide a letter from a professional adult which verifies the family circumstances you described in your personal statement. The letter must be signed, dated, and on letterhead. Professional adults include, but are not limited to, clergy members, guidance counselors, teachers, doctors, family counselors, mental health professionals, and law enforcement officers.
- Complete the Family Table and Income Worksheet (Required)**
Family Table and Income Worksheet are found on page two.
- Signed copy of your 2007 Income Tax return (if filed) (Required)**
- Documentation (Required)**
If any of the following exist, provide: a) a copy of the parent(s) death certificate, b) proof of parent(s) incarceration, c) proof that the parent(s) are in a long term care facility such as rehabilitation or mental health facility, d) police reports, or e) court documents verifying the situation with the parent(s).
- Secondary Letter (Recommended)**
Provide a letter from a relative or friend who is aware of your family situation. The letter should state the writer's address, phone number, and relationship to you, along with his/her knowledge of the events that lead to your separation from your parent(s), and the nature of your relationship with your parent(s) as he/she understands it to be currently.

For Office Use Only					Revised 04/01/2008
AINDAP	P _____	A _____	D _____	C _____	Page 1 of 2

Family Table (List yourself)

Name	Age	Relationship	College/University
		Self	LCC

2007 Income Worksheet (If no value, enter a "0")

<input type="checkbox"/> I did file a 2007 Federal Income Tax Return. Attach a signed copy of your 2007 Federal Income Tax Return	
<input type="checkbox"/> I did not file a 2007 Federal Income Tax Return Attach a W-2 or other earning statement Income earned from working: \$ _____ Employer Name(s): _____	
<input type="checkbox"/> I did not work in 2007.	
Earned Income Credit from IRS Form 1040-line 66a; 1040A-line 40a; or 1040EZ-line 8a	\$
Additional Child Tax Credit from IRS Form 1040-line 68 or 1040A-line 41	\$
Welfare Benefits Do NOT include food stamps or subsidized housing.	\$
Social Security Benefits	\$
Total:	\$
Payments to tax deferred pension plans (401K, etc.)	\$
IRA, Keogh, other qualified plans	\$
Child support received	\$
Tax-exempt interest income from IRS Form 1040-line 8b or 1040A-line 8b	\$
Foreign income exclusion from Form 2555-line 45 or 2555EZ-line 18	\$
Untaxed portions of pensions	\$
Amount from IRS Form 4136, line 17	\$
Housing, food and living allowances paid to members of the military, clergy or others	\$
VA non-education benefits	\$
Any untaxed income (worker's compensation, disability, etc.)	\$
Cash received or money paid on your behalf (including support such as free room & board)	\$
Total:	\$
Education Credits (Hope/Lifetime) IRS Form 1040-line 49 or 1040A-line 31	\$
Child support paid	\$
Federal Work Study or other financial aid reported as income	\$
Total:	\$

To the best of my knowledge, all the information in this appeal is complete and correct.

Student Signature: _____ Date: _____ Phone: (____) _____

OFFICE USE ONLY

APPROVED	DENIED
Comments:	
Advisor Signature:	Date:
APPROVED	DENIED
Comments:	
Advisor Signature:	Date: