

Independent Appeal 2023 – 2024



Financial Aid Office

1700 SW College • Topeka, KS 66621

(785) 670-1151 • (785) 670-1079 fax

washburn.edu/financial-aid • financialaid@washburn.edu

Student Name

Washburn ID

Student Phone Number

Dependency status determines whose information must be provided on the FAFSA – student and parent (dependent) OR just student and/or spouse, if married (independent). Students are only considered to be independent if they meet certain criteria, as established by federal regulations.

More information regarding dependency status and criteria can be found at <https://studentaid.ed.gov/sa/fafsa/filling-out/dependency>.

If you do not meet independent status criteria, but believe you have unusual circumstances, you may submit an independent appeal for review. Appeals for independent status are reviewed on a case-by-base basis and are only granted for unusual, documented circumstances, such as the following.

Check the box that applies.

- Student's voluntary or involuntary removal from parents' home due to an abusive situation that threatened the student's safety and/or health
 - Incapacity of parents such as incarceration, disability or mental or physical illness
 - Inability of the student to locate the parent(s) after making reasonable efforts
 - Other extenuating circumstances sufficiently documented by a signed letter from a third party
- Letters written will need to provide supporting information for any box checked above. Most letters and documentation should also include dates, current living situation, and current contact with parents. Additional information may be requested.

The following conditions ***do not qualify*** for an independent appeal:

- Parents' refusal to contribute to the student's education
- Parents are unwilling to provide information on the FAFSA or for verification
- Parents do not claim the student as a dependent for income tax purposes
- Student demonstrates that he or she is fully self-sufficient

If you believe you have an unusual circumstance that may qualify for an independent appeal, complete steps 1-4.

- 1. Complete a 2023-2024 FAFSA (<https://fafsa.ed.gov>) without parent information.**
 - If your appeal is denied, you will have to correct your FAFSA with parent information at that time.
- 2. Submit a signed personal letter of appeal to the Financial Aid Office, indicating why you should be considered independent for financial aid purposes.**
- 3. Submit supporting documentation from authoritative, objective, third-party individuals or organizations.**
 - These may be letters to the Financial Aid Office from individuals who have first-hand knowledge of your situation, copies of legal documents, or other applicable documentation.
 - Letters may not be written by Washburn employees in admissions, financial aid, student one stop, or success coaches.
 - Letters of support from relatives and friends are not considered third-party and therefore will only be accepted for cases in which other appropriate documentation cannot be obtained (case-by-case).
 - Examples of appropriate third-party documentation include, but are not limited to:
 - Counselors or teachers
 - Courts
 - Government agencies
 - Medical personnel

4. Submit required household and 2021 tax documentation.

A. Number of People in the Household and in College

List anyone who you are financially supporting more than 50% from 7/1/23 – 6/30/24, including yourself.

Full Name	Age	Relationship to Student	Enrolled half-time in college?	If so, what college?
		Self		

If more space is needed, provide a separate page with your student name and ID number.

Answer the following question to determine whether you should complete section A or B.

Q1. Did you file 2021 taxes?

- YES (If yes, complete section B) NO (If no, complete section C)

B. 2021 Income Tax Information

If you filed 2021 taxes, you must complete one of the following to provide verification of your tax information.

Check the box that applies:

- I have transferred, or will transfer, my tax information to my FAFSA through the IRS data retrieval tool.**
- To do this, you will need to log into your FAFSA, select the option to make corrections, link to the IRS, and resubmit your FAFSA with your electronic signature.
- I will provide Washburn with a signed copy of my 2021 Federal Income Tax Return.**
- ___ Check here if you will provide the signed copy of your 2021 Federal Income Tax Return at a later time.

C. 2021 Income Information for Nontax Filers

If you did not, and will not, file 2021 taxes, you must:

- Provide documentation from the IRS dated on or after 10/1/21 that indicates a 2021 IRS income tax return was not filed.**
 - To obtain a Verification of Nonfiling document from the IRS, complete Form 4506-T and submit it to the IRS. This form can be found at www.washburn.edu/financial-aid-forms. Once received, submit to the Financial Aid Office.

___ Check here if you will provide the 2021 Proof of Nonfiling at a later date.
- Check the box below that applies to your 2021 income.**

I was not employed and did not have any income from work in 2021.

I was employed in 2021 but did not file a tax return.

 - List the names of your employers and amounts earned.
 - Copies of your 2021 W-2 forms must be provided.

___ Check here if you will provide the 2021 W-2's at a later date.

Employer's Name	2021 Amount Earned	IRS W-2 Form Provided?

If more space is needed, provide a separate page with student name and ID number.

D. Certification and Signatures

By signing this worksheet, you certify that all of the information reported on it is complete and correct.

WARNING: If you purposely give false or misleading information on this worksheet, you may be fined, be sentenced to jail, or both.

Student's Signature

Date