

LAST NAME \_\_\_\_\_ FIRST NAME \_\_\_\_\_  
LAST 4 DIGITS OF SOCIAL SECURITY NUMBER \_\_\_\_\_ ANDREWS UNIVERSITY ID NUMBER \_\_\_\_\_  
STUDENT'S EMAIL ADDRESS \_\_\_\_\_ TELEPHONE/MOBILE \_\_\_\_\_

**PURPOSE OF REQUEST**

**UNDERGRADUATES:** *If there are unusual circumstances to be considered, please explain your situation in further detail below. If more space is needed, attach additional pages. Submit appropriate supporting documents.*

**CLARIFICATION:** Students with unusual circumstances are defined as a student for whom a financial aid administrator makes a documented determination of independence by reason of unusual circumstances and in which the student is unable to contact a parent or where contact with parents poses a risk (for example due to abuse or threats) to such student, which includes circumstances of:

- > human trafficking, as described in the Trafficking Victims Protection Act of 2000 (22 U.S.C. 7101 et seq.)
- > legally granted refugee or asylum status
- > parental abandonment or estrangement
- > parental incarceration

Unusual circumstances do not include:

- × parents' refusal to contribute to the student's education
- × parents not providing information for the FAFSA or verification
- × parents not claiming the student as a dependent for income tax purposes
- × student demonstrating total self-sufficiency

EXPLAIN FURTHER: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**NOTE:** The Department of Education clarifies that if a student pursues an adjustment for unusual circumstances and is not determined to be an independent student by their institution, the student will only be eligible for Direct Unsubsidized Loans unless they subsequently complete the FAFSA form as a dependent student by providing parental information.

☒ \_\_\_\_\_  
Student signature Date

**OFFICE USE ONLY**

**NOTES:**

☐ Reviewed on \_\_\_\_\_ (date) by \_\_\_\_\_ (reviewer's initials)