

2025-2026 UNUSUAL CIRCUMSTANCE REQUEST FOR INDEPENDENT STATUS

Deadline: Fall/Spring: Friday, May 15, 2026

Summer: Thursday, June 4, 2026

STUDENT INFORMATION			
COM ID#		Last Name	
Date of Birth		First Name	
Phone Number		Student Email	

DISCLOSURE

Please carefully review and complete all sections of this form. Incomplete requests will not be considered. College of Marin recognizes that some students may have unusual circumstances as it relates to family and the FAFSA form. In unusual circumstances, Financial Aid Administrators are given authority, under Section 480(d)(1)(I) of the Higher Education Act, to determine that a student is independent: this is a dependency override.

☐ If you were previously approved for a Dependency Override with the College of Marin and your circumstances have not changed, please check this box, sign and date below, and return to the Enrollment Services Office. No additional documentation is needed.

CONDITIONS THAT ARE CONSIDERED UNUSUAL CIRCUMSTANCE

In the view of the U.S. Department of Education, exceptions may be made only if you can document extenuating and unusual circumstances. **The following conditions are considered for an Unusual Circumstance:**

- Left home due to an abusive or threatening environment
- Are abandoned by or estranged from their parents
- Have refugee or asylee status and are separated from their parents or their parents are displaced in a foreign country
- The student or custodial parent(s) is incarcerated and contact with the parents would pose a risk to the student
- Are otherwise unable to contact or locate their parents
- The student has been removed from the parent(s) residence by court order
- Other extenuating circumstances that can be sufficiently documented

CONDITIONS THAT DO NOT MERIT UNUSUAL CIRCUMSTANCE

Several conditions that **DO NOT** qualify for a change in dependency status include the following:

- Parents refuse to provide information on the FAFSA and/or for the Verification process
- Parents do not claim the student as a dependent for income tax purposes
- Parents refuse to contribute to the student's education (i.e., pay tuition/fees, etc.)
- A dependent student who demonstrates self-sufficiency
- A student who does not wish to communicate with parents

If any of the above apply to you, you do not qualify for unusual circumstances consideration and must update your 2025-2026 FAFSA at www.fafsa.gov with parental information

INSTRUCTIONS

All unusual circumstance requests require the following documentation. Please be as specific as possible

1. A **personal statement** (preferably typed): Tell us in your own words why you are requesting a dependency override by outlining the mitigating circumstances and why you should be considered independent, including your current living situation and how you are supporting yourself.
2. **Third Party Statement:** Provide a letter from a third-party adult professional such as clergy members, attorneys, school guidance counselors/teachers, medical doctors, mental health professionals, law enforcement officers, officers of the court, who personally have knowledge of your situation and who can verify your circumstances. **NOTE: Friends or family member are NOT considered Thirds Party Professionals, and may not submit information on your behalf unless requested by the Enrolment Services office.**
3. A copy of your 2023 IRS Tax Return (if applicable); or 2023 W-2 forms if you worked but did not file taxes
4. Any additional documentation requested based upon your individual circumstance

TO THE PROFESSIONAL (3RD PARTY)

The student named above has applied for Financial Aid at College of Marin. The student has indicated on their Free Application for Federal Student Aid (FAFSA) ***that they are unable to provide parental information*** due to **unusual circumstances** regarding their family and living situation.

Please provide a written statement describing your knowledge of the student's family history and relations with the student's parents. Include the following information on a separate sheet (official/business letterhead preferred).

1. How long **have you known the student?**
2. What is **your relationship** to the student?
3. Why do you believe that the student is **unable to provide parental information** on the FAFSA?
4. Why do you believe the student **should be considered independent?**
5. Provide your **full name and current contact information**
6. **Sign and date your statement**

All information provided will remain **confidential** and will be used a Financial Aid Administrator to help determine the student's Dependency Status for Federal Title IV Financial Aid eligibility.

Please provide your written statement to the student for submittal

ADDITIONAL STUDENT INFORMATION

Please provide answers to the following questions

1. How long have you been living on your own? _____
2. Provide copy of 2023 signed Federal Tax Return and 2023. If you did not file are not required to file, list below your employer(s) and any income received in 2023 (provide a copy of your W-2 or 1099 forms).

List each 2023 employer/source of income:

2023 Amount received:

\$ _____
\$ _____

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How to Submit:

1. In person: Enrollment Services Offices at both Kentfield and IVC campuses
2. By email: financial.aid@marin.edu
3. By mail: Kentfield Campus: Enrollment services Office, 835 College Ave., Kentfield, CA 94904
Indian Valley Campus: 1800 Ignacio Blvd., Novato, CA 94949

CERTIFICATION AND SIGNATURES (Typed/Electronic signatures are NOT accepted)	
<i>By signing this form, I certify that all the information provided is true and correct to the best of my knowledge</i>	
_____	_____
Student Signature	Date

OFFICE USE ONLY	
Staff Initial: _____	Check that all required documents are enclosed:
Date Received _____	_____ Complete Request Form _____ Written Statement
Rec'd by: _____ Mail _____ In-person _____ Email	_____ 3 rd Party Statement _____ Copy of 2023 Tax Return or W2
Entered UNCIRC Tracking _____ Yes _____ No	
COMMENT: Approved / Denied	Processed By: _____ Date: _____