RIPON COLLEGE

1851

Documentation of Unusual Circumstance, 2027-2028

Student Name: _____ ID #: _____

Student Email: _____

Your provisional status as an independent student for financial aid purposes was based upon answering the question that you are unable to provide parental information on your Free Application for Federal Student Aid (FAFSA) due to an unusual circumstance. In order to verify your Independent student status, you will need to submit appropriate documentation to our office. Financial Aid cannot be finalized until we receive all necessary documents.

- An example of an unusual circumstance may be:
  - Left home due to a physically or mentally abusive or threatening environment;
  - Are abandoned by or estranged from parents, and have not been adopted;
  - Are a victim of human trafficking;
  - Are incarcerated, or parents are incarcerated, and contact with parents would pose a risk to the student; or
  - Are otherwise unable to contact or locate parents, and have not been adopted.
- Documentation may include, but is not limited to:
  - A documented interview between the student and the financial aid administrator;
  - Submission of a court order or official federal or state documentation that the student or the student's parents or legal guardians are incarcerated in any federal or state penal institution;
  - A documented phone call or a written statement, which confirms the specific unusual circumstances with:
    - A child welfare agency authorized by a state or county,
    - A tribal welfare authority or agency,
    - A Counseling Service Staff member of the College,
    - An independent living case worker, or
    - A public or private agency, facility, or program servicing the victims of abuse, etc.;
  - A documented phone call or a written statement from an attorney or a court-appointed special advocate, or a person serving in a similar capacity which confirms the specific unusual circumstances and documents the person's relationship to the student;
  - A documented phone call or written statement from a TRIO or Gaining Early Awareness and Readiness for Undergraduate Programs (GEAR-UP) representative, which confirms the specific unusual circumstances and documents the representative's relationship to the student;
  - Documents, such as utility bills or health insurance documentation, that demonstrate a separation from parents or legal guardians;
  - In the absence of documentation described here, other documentation the financial aid administrator determines is adequate to confirm the unusual circumstances;
  - If the student's circumstances resulted in their not having a safe, stable place to live, they may be considered a homeless youth and should review their answer to the FAFSA question about being unaccompanied and homeless.

**** See back of the page for signatures and more information ****

Complete this form, providing appropriate documentation, sign and submit it along with supporting documentation to the address listed below.

_____ _____

Student Signature Date

To protect yourself from potential identity theft, <u>do not E-mail this form</u>. You can either mail or hand deliver this completed, signed form along with copies of other required documents.

Ripon College – Office of Financial Aid
300 West Seward Street
Ripon, WI 54971

Contact our office at (920) 748-8101 if you have additional questions.

Once all documents have been received, our office will review and respond to you if anything else is needed within two weeks of receipt. All further communication will be via student email.