

## 2023-2024 Independent Due to Dependent Form

**Directions:** You indicated on the FAFSA that you are independent due to having children and/or legal dependents whom you support more than 50% as defined by the Department of Education. Please complete the information below and submit the required legal documentation. We will not be able to fully process your aid until the documentation and form have been fully completed, received and processed.

**Priority Submission Deadlines:** Fall 2023: July 1, 2023 Spring 2024: November 30, 2023

**How to Submit Form:** Submit completed form to One Stop Enrollment Center for processing. Please fill out and print. **Documentation submitted by fax or email will not be accepted.** Upload through the [Document Uploader](#), mail to University of Texas at San Antonio, **One Stop Enrollment Center**, One UTSA Circle, San Antonio TX 78249 or drop off in person at the UTSA One Stop office.

- **Fields to select on the Document Uploader:** Department: *Financial Aid & Scholarships*; Term: *2023-2024*; Category: *Miscellaneous Document*; Category 2: *Other*; Document: *Other*

### STEP 1: LIVING ARRANGEMENTS

Mark only one box below.

- I am living independently with my child and/or legal dependent.*
- My child and/or legal dependent and I live with my parents.*
- My child and/or legal dependent and I are living with another relative or friend.*
- I do not live with my child and or legal dependent.*

### STEP 2: 2021 TAX FILING STATUS

Mark only one box below.

- I did file a 2021 Federal Tax Return.*
- Attach [2021 IRS Tax Return Transcript](#), or signed 2021 tax return to this form unless you completed the [IRS Data Retrieval Tool](#).
- I did not file a 2021 Federal Tax Return, but earned income in 2021.*
- Attach all of your 2021 W-2/1099's to this form.
- I did not file a 2021 Federal Tax Return and did not earn income in 2021.*

### STEP 3

Check the applicable box and submit all the documentation listed.

- I have a child/ children that will receive more than half of my support from July 1, 2023 to June 30, 2024*
- Submit copies of the birth certificate(s) for your dependent child or children.
- Letter detailing how you provide more than half the support for dependent(s) listed on FAFSA.
- I have a legal dependent that will receive more than half of my support from July 1, 2023 to June 30, 2024*
- Submit copies of legal documentation. Example: (Adoption papers, Child Protection Orders or court documentation made on behalf of the individual you are claiming.
- Letter detailing how you provide more than half the support for the dependent(s) listed on FAFSA.

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**STEP 4: HOUSEHOLD INFORMATION**

Please list the number in your household in the box below. Please make sure to include yourself.

Full Name	Age	Relationship to Student	College Attending (at least 1/2 time)
		Self	UTSA

**STEP 5: EARNED WAGES INCOME INFORMATION**

List your income from all sources: Employment, Child Support, Social Security Benefits, etc. Do not include financial aid.

Current Fund Sources	2023 Monthly Amount
Earned Wages	
Child Support Received	
Cash Support from Family / Other Person	
Government Assistance–WIC or SNAP	
Government Assistance–Housing	
Other (please list)	

**STEP 6: MONTHLY EXPENSES**

List your monthly expenses and the amount of the expense you are responsible for.

Current Expenses	2023 Monthly Cost	Amount You Pay
Housing (Rent or Mortgage)		
Child Care		
Food (Groceries)		
Utilities (Water, Electricity, Phone, Internet, etc.)		
Vehicle Costs		
Insurance		

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