

2023-2024 Verification of Independent Status

Directions: Your independent status is based on your answer to the dependency questions on the FAFSA. You are required to submit legal documentation verifying your status before your aid can be disbursed. **NOTE:** If none of the situations below apply to you because you answered the question incorrectly on the FAFSA, you must correct your FAFSA at studentaid.gov and provide parental information.

How to Submit Form: Upload through the **Document Uploader**. Documentation submitted by fax or e-mail will not be accepted.

- **Fields to select on the Document Uploader:** Department: *Financial Aid & Scholarships*; Term: *2023-2024*; Category: *Verification of Independent Status*; Category 2: **Emancipated Minor/Foster, Homeless, Legal Guardianship Military, or ward of Court* Document: *Verification of Independent Status form*

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

STEP 1

Check the appropriate box for your situation and submit the required documentation needed to review your request. Incomplete applications cannot be processed.

Please check one below: **Additional documentation may be requested once submitted paperwork is reviewed**

Military: Select if you are currently Active Duty in the U.S. Armed Forces.

Attach documentation from the Defense Finance and Accounting Services (DFAS) or any documentation that indicates you are currently serving and have an "Active Duty" status with the U.S. Armed Forces such as a military duty statement or a copy of your most current orders.

Foster Care: Select if you currently are, or at one point were in foster care from the age of 13 or older.

Attach legal documentation from your state of residency. Only official state documentation will be accepted.

Emancipated Minor: Select if you are an emancipated minor as determined by a court in your state of legal residence before the age of 18.

Attach a copy of a court's decision that you are or were an emancipated minor. Only official court documentation will be accepted.

Legal Guardianship: Select if you were placed under legal guardianship as determined by a court in your state of legal residence before the age of 18.

Attach a copy of a court's decision that you are or were in legal guardianship. Only official court documentation will be accepted.

Orphan: Select if both of your parents were deceased from the age of 13 on, even if you were subsequently adopted.

Attach a copy of your birth certificate, along with a copy of each parent's death certificate.

Ward of the Court: Select if you currently are or were a ward/dependent of the court at any time from the age of 13 or older. (This is applicable even if you are no longer a dependent/ward of the court as of today).

Attach a letter from your social worker confirming that you were a dependent of the court, or a letter stating that you are a participant in the Living Skills Program (ILSP), or other court documentation showing that you were removed from your home because it posed a direct threat to your well-being.

Continue on back

UTSA OFFICE USE ONLY:

RRAAREQ Code: MILTRY, EMANC, WARD, HMLESS, LGLGRD

WebX Code: FA_MILTRY, FA_EMANC, FA_WARD, FA_HMLESS, FA_LGLGRD

Form revised 7/27/23

Unaccompanied Youth/Homeless: Select if at any time since July 1, 2022 you were an unaccompanied youth who was homeless or at risk of being homeless. **Homeless** is defined as lacking fixed, regular and adequate housing, which includes living in shelters, parks, motels, hotels, public spaces, camping grounds, cars, abandoned buildings, or temporarily living with other people because you had nowhere else to go. Additionally, if you are living in any of these situations and fleeing an abusive parent, you may be considered homeless even if your parent would otherwise provide a place to live and **you are unaccompanied**, which means you are not living in the physical custody of your parent or guardian.

Please provide written evidence of your homeless status with official documentation from any of these sources listed below. If you do not have current official documentation, a financial aid administrator will be contacting you to determine that you meet the above conditions necessary to be considered homeless and therefore, would not need to provide parental information.

- High School District Liaison
- Director of an Emergency Shelter or Transitional living program
- Department of Housing and Urban Development
- Director of a runaway or youth basic center for transitional living program
- Social Workers
- Clergy

OR

I do not have any written evidence of my homeless status. A financial aid administrator will be contacting you to determine that you meet the above conditions necessary to be considered homeless and therefore, would not need to provide parental information.

STEP 2: CERTIFICATION AND SIGNATURES //////////////////////////////////////

Certification Statement: Your signature on this document confirms your acknowledgment of the following:

- The information submitted for review is true and correct to the best of my knowledge.
- Providing false information on either my FAFSA or this document may result in reduced eligibility, repayment of aid, or both.
- If there is conflicting information, additional documentation may be required upon request.
- If any paperwork is incomplete, I understand this will delay the processing of my request.
- I understand that all required documentation submitted **after the deadlines** is not guaranteed to be completed by payment deadline.
- I understand that I need to have payment arrangements in place if this form and all required documentation requested is submitted after the submission deadline to avoid late fees or change in enrollment.

Student Signature: _____ Date: _____

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Date: _____ Received By: _____ Processed By: _____