

2024-2025 Confirmation of Unusual or Other Circumstances

Directions: Your independent status is based on your answer to the Other or Unusual circumstances 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: *2024-2025*; Category: *Unusual or Other Circumstance*; Category 2: *Homeless, Dependency Override*; Document: *Confirmation of Unusual, or Other Circumstance*

Priority Submission Deadlines: Fall 2024: [July 19, 2024](#) Spring 2025: [November 30, 2024](#)

STEP 1

Check one of the boxes below that is appropriate for your situation and submit the required documentation needed to review your request. Incomplete applications cannot be processed. **Additional documentation may be requested once submitted paperwork is reviewed.**

Unaccompanied Youth/Homeless: Select if at any time since July 1, 2023 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.

- A local educational agency homeless liaison (or designee), as designated by the McKinney-Vento Homeless Assistance Act (42 U.S.C. 11432(g)(1)(i)(ii)).
- The director (or designee) of an emergency or transitional shelter, street outreach program, homeless youth drop-in center, or other program serving individuals who are experiencing homelessness.
- The director (or designee) of a Federal TRIO program or a Gaining Early Awareness and Readiness for Undergraduate program (GEAR UP) grant.
- A financial aid administrator at another institution who documented the student's circumstance in the same or a prior award year.

Dependency Override: Select if you have a unique situation (e.g., human trafficking, refugee or asylee status, parental abuse or abandonment, incarceration) where it prevents you from contacting your parents, or it would pose a risk to you by contacting your parents.

Please provide a written statement detailing your unusual circumstance along with written statements from an attorney, a guardian ad litem, a court-appointed special advocate (or similar), or a representative of a TRIO or GEAR UP program that confirms the circumstances and the person's relationship to you, the student.

UTSA OFFICE USE ONLY:

RRAAREQ Code: HMLESS, DEPOVR
WebX Code: FA_HMLESS, FA_DEPOVR
Form revised 3/20/24

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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