

2026-27 Unusual Circumstances Request Form



Student Information (please print)

Last name, First name, MI	
Empower ID	
Street Address	
City, State, Zip Code	
Phone Number	
Date of Birth	

The Higher Education Act allows an aid administrator to make dependency overrides on a case-by-case basis for students with unusual circumstances. However, **none** of the conditions listed below, singly or in combination, qualify as unusual circumstances meriting a dependency override:

1. Parents refuse to contribute to the student's education.
2. Parents are unwilling to provide information on the FAFSA or for verification.
3. Parents do not claim the student as a dependent for income tax purposes.
4. Student demonstrates total self-sufficiency.

Examples of unusual circumstances are experiencing abusive family environments that may cause harm to the student, or abandonment by parents. An override from a previous college does not transfer to Mercy College – overrides are valid only at the school that performs the override and can carry over year to year assuming that there is no conflicting information circumstance has not changed.

Documentation Needed: Please provide a written statement (signed and dated) outlining your unusual circumstances accompanied by this completed form. Other supporting documentation of unusual circumstances should come from a third party that knows the student's situation (*such as a social worker, psychologist, doctor, high school counselor, teacher, or member of the clergy*). Copies of court records, police reports or other documentation should be submitted if applicable.

Timeline: No action will be taken on this request until we have received all required documentation. Please allow 2 to 4 weeks to complete processing of your request. You will be notified by email of the decision of this appeal.

Per the Higher Education Act of 1965, an aid administrator's decision regarding adjustments is final and cannot be appealed to the U.S. Department of Education. CERTIFICATION: By signing this form, I certify that all the information reported and submitted is complete and correct. Upon request I will provide additional documentation to substantiate the information provided. PLEASE DO NOT SIGN ELECTRONICALLY

Student Signature: _____ **Date:** _____