Pacific Lutheran University

2027-28 Unusual Circumstances Request Form

Name:_____ PLU ID:_____

What Are Unusual Circumstances?

A student with unusual circumstances is defined as a student for whom a financial aid administrator makes a documented determination of independence by reason of unusual circumstances and in which the student is unable to contact a parent or where contact with parents poses a risk to such student, which includes, but is not limited to, circumstances of:

- human trafficking, as described in the Trafficking Victims Protection Act of 2000 (22 U.S.C. 7101 et seq.);
- legally granted refugee or asylum status;
- parental abandonment or estrangement; or
- student or parental incarceration.

In such cases a dependency override might be warranted based upon the student's individual circumstances. These conditions would also not disqualify a student from being a homeless unaccompanied youth or self-supporting and at risk of homelessness.

Unusual circumstances do not include:

- Parents refuse to contribute to the student's education.
- Parents will not provide information for the FAFSA or verification.
- Parents do not claim the student as a dependent for income tax purposes.
- Student demonstrates total self-sufficiency.

Instructions

If you believe you face unusual circumstances that warrant consideration for a determination of independence for financial aid purposes, please submit the following items:

- A detailed letter explaining your unusual circumstances
- Supporting documentation of your unusual circumstances, which includes, 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 student's parents or legal guardians are incarcerated;
    - a documented phone call or written statement, which confirms the unusual circumstances with:
        - a state, county or tribal welfare agency;

        - an independent living case worker who supports current and former foster youth with the transition to adulthood;
        - or a public or private agency, facility, or program servicing the victims of abuse, neglect, assault, or violence.
    - a documented phone call or written statement from an attorney, guardian ad litem, a court-appointed special advocate (or similar), or a representative of a TRIO or GEAR UP program which confirms the circumstances and the person's relationship to the student;
    - a documented determination of independence made by a financial aid administrator at another institution in the same or a prior award year; or
    - utility bills, health insurance, or other documents that demonstrate a separation from parents or legal guardians
- Sign and date the bottom of this form and attach it to your letter and supporting documentation.

All documentation should be delivered in person or uploaded to our secure portal at https://etcentral.plu.edu/#/form/19. For privacy and security reasons, please do not email this documentation.

Signature

By signing below, I certify that the information provided is complete, true, and accurate to the best of my knowledge.

_____ _____

Student Signature Date