

If you need assistance completing this form, please contact us at 817-272-3561.



University of Texas at Arlington

Office of Financial Aid

Office Use Only

2022-2023

Dependency Change Request (DCR)

Office: Univ Admin Bld, Room 252 Phone: 817-272-3561 Fax: 817-272-3555

Mail: PO Box 19199, Arlington, TX 76019 Email: fao@uta.edu

PLEASE DO NOT SUBMIT SENSITIVE PERSONAL INFORMATION VIA EMAIL

This form may be submitted if you do not meet the federal definition of an independent student for financial aid purposes and you believe you have a justifiable extraordinary circumstance that makes it unreasonable to assess your parents' ability to contribute to your educational costs. Please note that your parent's unwillingness to contribute or provide financial data and/or your ability to live apart and be self-supporting are not sufficient reasons in and of themselves to justify a dependency change. Submission of this form does NOT guarantee a change to your dependency status.

Student's Name:	UTA ID:
------------------------	----------------

Required Steps to Request a Change of Dependency Status

1. If you haven't already done so, complete and submit the 2022-2023 FAFSA at fafsa.gov to the best of your ability and include UTA's code – 003656.
2. Attach to this form a typed, signed, and dated one-page explanation of your extraordinary circumstance prompting your request for a change of dependency status. Include:
 - a. An explanation of your relationship with your biological and/or legally adoptive parents. Include their names, whether or not you are estranged from them, and their last known address;
 - b. Information where and with whom you have been living; **AND**
 - c. Information concerning how you support yourself including a listing of all sources of income/support.
3. Attach to this form three (3) typed, signed, and dated one-page letters from two (2) professional references (e.g., pastor, attorney, counselor, teacher, principal, employer, etc.) and one (1) personal reference (e.g., family member, neighbor, close friend, etc.). Each letter must include:
 - a. The reference's first-hand knowledge of the details surrounding your situation and your relationship with your parents (not just reiterations of what you may have shared); **AND**
 - b. The reference's business letterhead and/or personal contact information including address and phone number.
4. Submit this form along with the required attachments (2 and 3 above) to the UTA Financial Aid Office for review. Additional information and/or documentation may be requested depending on your individual circumstance.

Certification and Signature Signature must be hand-written and not typed or forged	
I certify by my signature below that the information included with this request is complete and accurate.	
_____	_____
Student's Signature (Required)	Date
WARNING: If you purposely give false or misleading information, you may be fined, sent to prison, or both.	