



# UNACCOMPANIED/HOMELESS YOUTH VERIFICATION FORM

A dependent student who is homeless or is at risk of being homeless may be deemed an independent student (for financial aid purposes only) by the Office of Financial Aid through the Unaccompanied Homeless Youth Verification process. A student who is verified as being an unaccompanied/homeless youth is exempt from providing parental data on their FAFSA. The Unaccompanied Homeless Youth (UHY) FAFSA questions refer to determination of homelessness by someone other than a Fin Aid Administrator. Students may call the KC Financial Aid Office to discuss their situation to determine the best information and documentation to submit. **Per federal regulations, dependency overrides cannot be performed simply because a student is self-supporting.**

Name: \_\_\_\_\_ Student ID/SSN: \_\_\_\_\_

You indicated on your FAFSA that you were homeless or at risk of homelessness. Please verify which of the following statements is correct.

- I am NOT homeless or at risk for homelessness.** I made a mistake on my FAFSA.
  - You will need to provide parental identification, income and household information for the appropriate year so that a correction can be made to your FAFSA. **OR**
  - You may correct your FAFSA and include this information yourself.
- I am an unaccompanied or homeless youth.** A formal determination was made by *(select one of the following)*:
  - High school or school district homeless liaison,
  - Director of an emergency shelter or transitional housing program funded by the U.S. Department of Housing and Urban Development, or
  - Director of a runaway or homeless youth basic center or transitional living program.
- I am an unaccompanied or homeless youth, but I do not have a formal determination** made by any of the above professionals.

### Supporting Documentation

If you indicate you are an unaccompanied or homeless youth, the KC Financial Aid Office requests supporting documentation in order to process your FAFSA as an independent student. Acceptable documentation can include:

- **Determination by High School:** Provide a statement or copies of forms regarding high school’s determination of homelessness.
- **Residency in Shelter, Youth Center or Transitional Housing:** Provide a statement from the shelter or housing office on letterhead indicating your residency at that location.
- **No Formal Determination:** A signed statement from a third-party professional that verifies the student meets the definition of an unaccompanied youth who is homeless or at risk of being homeless. This person should know and understand what the student’s current circumstances are.
  - *Examples of a third-party professional relationship include:*
    - Current/former teacher
    - Counselor (school or wellness)
    - Members of clergy
    - Social worker
    - Work Supervisor
  - *Third Party Professional Letters should document the following:*
    - The statement must be on letterhead of the business or organization that they represent or an email from that person’s official email account through that business or organization.
    - The letter must include person’s name, title, phone number, address, and their relationship to the student (whose name should appear as it appears in KC’s records). The letter should verify that the student currently meets the definition of an unaccompanied youth who is homeless or at risk of being homeless.

*The Office of Financial Aid reserves the right to contact third-party professionals who provide supporting documentation.*

### Certification and Signature

I certify by signing this document that all of the information on this form is complete and true.

*Warning: If you purposely give false or misleading information, you may be fined, sentenced to jail, or both.*

Student Signature \_\_\_\_\_ Date \_\_\_\_\_

Electronic Signatures Will Not Be Accepted

Submit this document in-person, by email to [finaid@kilgore.edu](mailto:finaid@kilgore.edu), by fax to 903-988-7528 or by mail to KC Financial Aid, 1100 Broadway, Kilgore, TX 75662.