



# 2025-2026 Dependency Override Request

- Are otherwise unable to contact or locate your parents. **Documentation required:** 1. A typed letter explaining the situation, 2. Three signed letters (on agency letterhead) from professionals (i.e. high school counselors, therapist, clergy, police) verifying your situation, and 3. Supporting documentation (i.e. court papers, police reports, records from social services agencies) verifying the unusual circumstance mentioned in the appeal.

## Section C – Student Signature

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I certify that the information provided on this form and its attachments are true and correct.

\_\_\_\_\_  
Student's Signature

\_\_\_\_\_  
Date

**NOTE: Signatures cannot be typed or stamped. They must be a signature.**

## Section D – Submission Instructions

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### What you should do:

1. Complete this entire worksheet. Answer all questions and SIGN the form.
2. Submit ALL documents at the same time.
3. Upload this form and all required documents on the UIC Portal.
  - a. Login to the UIC Portal at <https://my.UIC.edu>
  - b. Click on the "Student" tab
  - c. Click on "Financial Aid Menu"
  - d. You should then be on the Financial Aid "Home" tab
  - e. Choose the 2025-2026 Award Year
  - f. Under Unsatisfied Requirements, click "Choose File"

For additional upload instructions, please visit [https://docs.financialaid.uic.edu/docs/PDF\\_upload\\_guide.pdf](https://docs.financialaid.uic.edu/docs/PDF_upload_guide.pdf).

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