CENTRAL OHIO TECHNICAL COLLEGE

2021-2022
Orphan, Dependent/Ward of Court, or In Foster Care Documentation

Student Name: _____ COTC ID: | 0 | | | | | | |

According to information submitted on the Free Application for Federal Student Aid (FAFSA), you indicated that since you turned thirteen 1) both your parents have died, 2) you were a ward of the court, or 3) you were in foster care. This information must be verified before the processing of your federal financial aid application can be completed. Please complete this form and return it with all required documentation to Student Financial Services.

A student is considered an **orphan** if at any time since the age of 13 both parents (biological or adoptive) have died, even if now adopted. Such a student is considered an orphan even if he/she has a legal guardian. ***If only one parent is deceased***, the student must provide information for the living parent.

A student qualifies as a **ward of the court** (regardless whether this status is determined by the county or state) if the court has assumed custody of him/her. In some states, the court may impose its authority over a juvenile who remains in the legal custody of his/her parents; such a student is **not** a ward of the court. Neither emancipation of a minor nor incarceration qualifies a person to be a ward of the court.

Below is a list of acceptable documentation to confirm Orphan, Ward of the Court, or In Foster Care status.

A. Death Certificate for both Parents.

B. Documentation that the court assumed custody of the student since the age of 13, even if no longer a dependent or ward of the court as of today.

C. Documentation that the student was in foster care at any time since the age of 13, even if no longer in foster care as of today.

TO RETURN THIS FORM: **UPLOAD** all forms and documents in the **Student Assistance Portal**. Select the "Assistance" icon in the upper right-hand corner of the screen, followed by "Submit Financial Aid Documents" from the drop-down menu. Or, you can **FAX** to: 740-364-9533, or **MAIL** to: COTC, Student Financial Services, 1179 University Dr., Newark OH 43055. **DO NOT submit this form via email** as it will not be accepted.

All documents and forms submitted to Student Financial Services become the property of Central Ohio Technical College and cannot be copied or returned to the student, spouse, or parent (i.e. tax returns, verification worksheets, W2s, etc.)

Office Use only

_____Documentation is acceptable.

_____Documentation is not acceptable.

Reviewed by: