



2021-2022 Unaccompanied Homeless Youth Documentation

Student Name: _____ COTC ID:

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Based on the information you provided on the 2021-2022 FAFSA, Student Financial Services is requesting documentation to verify your unaccompanied homeless youth status. Please complete this form and return it with all required documentation to Student Financial Services. A student is considered an independent student if he/she can document at any time on or after July 1, 2020 that he/she was an unaccompanied youth who was homeless or an unaccompanied youth providing his/her own living expenses and at risk of being homeless.

“Homeless” means lacking fixed, regular and adequate housing which includes living in shelters, motels, or cars, or temporarily living with other people because you had nowhere else to go.

“Unaccompanied” means not living in the physical custody of a parent or guardian.

“Youth” means you are not yet 24.

Below is a list of acceptable documentation to confirm you are an unaccompanied youth who was homeless or at risk of homelessness.

- A. Documentation from a high school or school district homeless liaison that you were determined to be an unaccompanied youth who was homeless, or an unaccompanied youth providing your own living expenses who is at risk of being homeless at any time on or after July 1, 2020.
- B. Documentation from the director of an emergency shelter or transitional housing program funded by the U.S Department of Housing and Urban Development that you were determined to be an unaccompanied youth who was homeless at any time on or after July 1, 2020.
- C. Documentation from the director of a runaway or homeless youth (RHYA) basic center or transitional living program that determined that you were an unaccompanied youth who was homeless or were self-supporting and at risk of being homeless at any time on or after July 1, 2020.
- D. Meet with the Director of Student Financial Services (or designee) to discuss your status if you cannot provide any of the documents listed above. On a case-by-case basis, following a documented interview, COTC may make the determination that you are an unaccompanied homeless youth and override your status to Independent.

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.

Office Use only

____ Documentation is acceptable. ____ Documentation is not acceptable.
____ Interview confirms Independent status ____ Interview does not confirm independent status

Reviewed by: