



(FINAID - HOMELES)

Submit the completed form:

In Person: MT One Stop located in the Student Services and Admissions Center (SSAC) – Room 210

By Mail: MTSU, MT One Stop, SSAC Room 260, 1301 East Main Street, Murfreesboro, TN 37132

Dropbox: <https://mtsu.edu/one-stop/> (dropbox link on right)

Petition for Homeless Status
Academic Year 2022-2023

Name: (Please print) _____	Student ID: <u>M</u> _____
Email Address: _____	Phone: (____) _____

❖ By submitting this form, you are requesting independent status based on being homeless or at-risk of homelessness and can provide the supporting documentation required to be verified.

Do you qualify as unaccompanied, homeless or at-risk? Please select one category that best describes your situation:

- Category 1: Physically Homeless - No fixed, regular or adequate living condition. Can include unsheltered, sheltered, or exiting an institution (ex. leaving jail or hospital setting).
- Category 2: At-Risk of Homelessness - Will soon lose primary residence with no alternative residence, resources, or support networks.
- Category 3: Leaving or Attempting to Leave an Unsafe Living Condition - Individuals leaving or attempting to leave domestic violence or unsafe living conditions with no alternative residence, resources, or support network.
- Category 4: High School Verified - Individuals verified by their high schools as unaccompanied or homeless **before** high school graduation.

Required Documentation

- Full completion of **this** form
- A typed, signed, and detailed personal statement explaining your situation
- Documentation requested based on category (see below)

Documentation **required** by category:

- Category 1: Physically Homeless
 - Unsheltered (e.g. car, park, abandoned building, camp ground, etc.)
Certification/Verification from local law enforcement, medical services agencies, outreach service workers, or other third party
 - Sheltered (e.g. emergency/congregate shelters, hotel vouchers, transitional housing)
Certification/Verification from shelter staff, case workers, or other third party
 - Exiting an Institution (e.g. leaving jail or hospital setting)
Certification/Verification from institution or other third party of length of stay (must be at minimum 90 days) **and** previous homeless status prior to entry
- Category 2: Risk of Homelessness
 - Verification of recent or impending eviction- court order, legal quit or cure notice, eviction notice, or other third party.
- Category 3: Leaving/Attempting to Leave Violence or Unsafe Living Condition
 - Verification by third-party, depending on availability
- Category 4: Unaccompanied as determined by school
 - Certification letter from high school staff or county liaison

Please Note: All letters provided to verify a student's extreme circumstance should be typed on letterhead, and signed by the person responsible for the content of the letter. Signed letters should generally be from professionals (such as a doctor, minister, or counselor) who are not related to you, unless otherwise specifically stated.

Please initial to indicate your understanding of the following statements:

- I understand that additional information may be required after initial documentation is submitted. A full review of my file cannot be completed until I submit all required information and documentation.
- I understand that I must inform MT One Stop if my circumstances change for the current year.
- I understand that my FAFSA data may be verified as part of this process.
- I understand that the review process may take 1-2 weeks after I submit all required paperwork.
- I understand I may be required to repay all financial aid received as a result of this process if I falsify information.

By signing this form, you certify that all information submitted for this petition is true and accurate. You understand that if any information submitted for this petition is false or misleading, you may be fined \$20,000, sent to prison, or both.

Student Signature

Date

For Office Use Only: Please do not write below this line.

Documentation provided by/for student:

Notes from verification staff:

As the Next Step Coordinator who works with Foster Care and Homeless students at MTSU, I certify the following for the award year listed:

_____ This student is currently homeless or at-risk of homelessness. This request has been approved.

_____ This student is not currently homeless or at-risk of homelessness. This request has been denied.

Authorized Signature

Date

**Third Party Letter - Independent Student Status of Unaccompanied Homeless Youth Determination
for the 2022-2023 FAFSA.¹**

To Whom It May Concern:

I am providing this letter to convey my determination that after July 1, 2021, [NAME OF STUDENT] was

an unaccompanied homeless youth, as defined by the College Cost Reduction and Access Act and the U.S. Department of Education’s July 29, 2015, Dear Colleague Letter. (included on page 4)

an unaccompanied, self-supporting youth at risk of homelessness.

Student’s M Number:

Student’s DOB:

Student’s Mailing Address:

[if the student does not have a stable address, you may list the name, phone number and mailing address of a friend or relative, or the school]

As per the College Cost Reduction and Access Act (Public Law 110-84), I am authorized to document this student’s living situation and determine his/her independent student status as an unaccompanied homeless youth or unaccompanied, self-supporting youth at risk of homelessness. The financial aid office is not required to confirm this determination in the absence of conflicting information. It is not conflicting information if the financial aid administrator disagrees with my determination. Feel free to address any questions to me at the number or email address listed below.

Signature	Date
Print Name	Phone
Email	
Title	
Agency/ Company	
Role (Circle One): McKinney-Vento Liaison; Director/Designee of a Non-Profit shelter; Financial Aid Administrator; Law Enforcement, Healthcare Provider; Other: _____	

Applicable for a student enrolling in college between July 1, 2022 - June 30, 2023
[2021-22 Application and Verification Guide](#), page 96; [July 29, 2015 U.S. Department of Education Dear Colleague Letter](#).



UNITED STATES DEPARTMENT OF EDUCATION
OFFICE OF POSTSECONDARY EDUCATION

July 29, 2015

GEN-15-16

Subject: Unaccompanied Homeless Youth Determinations

Summary: The purpose of this letter is to clarify institutional and applicants' roles and responsibilities related to Title IV dependency determinations for unaccompanied homeless youth.

Dear Colleague:

Section 480(d)(1)(H) of the Higher Education Act of 1965, as amended (HEA), provides that an applicant for Title IV student assistance is an independent student—that is, an applicant who does not need to provide parental information on the Free Application for Federal Student Aid (FAFSA®)—if the applicant is an unaccompanied homeless youth as defined in section 725 of the McKinney-Vento Homeless Assistance Act (McKinney-Vento) (42 U.S.C. 11434a) or is unaccompanied, at risk of homelessness, and self-supporting as verified by one of the sources listed in the HEA. This information is also discussed in Chapter 5, “Special Cases,” of the 2015-2016 Application and Verification Guide in the Federal Student Aid Handbook.

Under McKinney-Vento, “homeless children and youths” are defined as “individuals who lack a fixed, regular, and adequate nighttime residence.” The term includes:

- Children and youth who are sharing the housing of other persons due to loss of housing, economic hardship, or a similar reason; are living in motels, hotels, trailer parks, or camping grounds due to the lack of alternative adequate accommodations; are living in emergency or transitional shelters; are abandoned in hospitals; or are awaiting foster care placement;
- Children and youth who have a primary nighttime residence that is a public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings;
- Children and youth who are living in cars, parks, public spaces, abandoned buildings, substandard housing, bus or train stations, or similar settings; and
- Migratory children who qualify as homeless because the children are living in circumstances described above.

McKinney-Vento further defines the term “unaccompanied youth” as “youth not in the physical custody of a parent or guardian.” To be considered an unaccompanied homeless youth, an individual must meet both of these definitions.

1990 K ST. N.W., WASHINGTON, DC 20006
www.ed.gov

Personal Statement: (Typed statement is preferred)

Detailed statement explaining your situation. Please include where you are currently living and/or sleeping.

Signature:

Date:

Intake Form

Upon approval of your homeless petition, you are automatically identified as a student of the Next Step program, a program designated for students experiencing homelessness and/or former foster care youth. Classification in this program, allows you individualized assistance from a single point of contact known as a homeless liaison, in addition to direct information about employment, financial aid, volunteer and basic need resources. Participation in this program is voluntary and access to resources is not linked to a certain level of participation.

If you are not interested in participating or receiving information from the Next Step program, check box indicating you would like to opt out.

Please continue with form if you would like to participate in Next Step program.

Name:

M Number:

Phone:

Email:

Preferred Contact Method:

Phone

Email

What other areas of support are you interested in receiving more information on?

Food

Housing

Volunteer Opportunities

Student Involvement

Transportation

Employment

Financial Assistance

Mentorship

Do you need school supplies? Yes No

Do you have access to a computer, laptop, or tablet? Yes No

Will you need assistance with over the break on-campus housing? Yes No

In case of emergency, is there someone you feel comfortable sharing information with if we cannot reach you?

Name:

Relation:

Phone:

Please list any additional areas, where you feel you need assistance that is not listed on this form

** All information is kept confidential and stored with the homeless liaison.**