

SOUTH DAKOTA STATE UNIVERSITY
REQUEST FOR RELEASE FROM RESIDENCE HALL OBLIGATION
SUPPLEMENTAL FINANCIAL NEED VERIFICATION FORM (Revised- 8.11.16)

Applicant: _____

Student ID#: _____

To the Release Applicant: As noted on the Request for Release from Residence Hall Application form, releases based on financial need are granted **only**:

- A. When you have verified need for financial aid as indicated by Financial Aid Office records **and are not funded** by Federal Aid and/or Stafford Loan Aid to a level consistent with your need; or
- B. When financial circumstances are created by situations over which you have not control (e.g., verified reduction of family income, etc.).

Individuals requesting an exemption for SEVERE FINANCIAL NEED, MUST PROVIDE THE FOLLOWING INFORMATION (attach additional pages as needed to depict the SEVERE FINANCIAL NEED). Failure to provide the documents requested will result in a denial:

Use this option if you have had a decrease in financial support or increase in expenses necessitating a move off campus. This change in financial situation must have occurred within the past 6-9 months. Please submit the following for consideration:

1. a letter from the student outlining the reasons for this request, plus a letter from the parents or legal guardian detailing reasons why they cannot or will not financially support the student with verifiable documentation (e.g., FAFSA or tax statement),
2. documentation that a decrease in financial support or increase in expenses occurred (termination of employment notice, bankruptcy statement, medical bills, repair bills, Form I-20, and other unexpected major expenses, etc.), and
3. a cost comparison between living off-campus and on-campus. The comparison must address the total cost related to rent (including deposit), food, electric/gas, water/sewer/trash, cable, internet, and commuting expenses. Attach additional information as necessary.

Do you expect to be employed during the school year?

If yes, how many hours do you typically plan to work per week? _____

Expected income during the exemption period. _____

If no, please explain your reasons for not working during the school year. _____

FOR OFFICE USE ONLY

Semester(s) _____

(Fall/Spring/Both) (Year)

Budget minus Family Contribution: _____

Federal Aid Less _____

Stafford Aid Less _____

Income _____

Equals _____ Unmet _____ Excess Aid _____

(Signed)

(Date)