



# REQUEST FOR WAIVER OF NONCUSTODIAL PROFILE

**This information is required to process your request to waive the CSS Profile Household B (HHB). Do not submit this request until and unless you are admitted to an undergraduate program.** If you are already admitted, please complete this form, attach the requested information, and return it to the address above. While we wish to be sensitive to potentially difficult situations, we need sufficient detail to make a determination of your eligibility for a waiver of the Noncustodial Profile requirement. We will review your information and notify you of the following:

- If the information you provide is sufficient and you have already completed the CSS Profile with your custodial parent information, we will process your financial aid and consider you for any University of Michigan grants and scholarships for which you may be eligible.
- If the information you provide is not sufficient, your noncustodial parent will need to provide the Noncustodial Profile application in order to be considered for University of Michigan grants and scholarships.

**Note:** If we do not receive this form or the CSS Profile HHB by March 31, you may not be considered for University of Michigan grants and scholarships.

Student's name: Last

First

M.I.

U-M ID number (eight digits)

## I am requesting a waiver of the CSS Profile HHB application based on the following circumstance: (check box)

**The other individual is unknown.**

Include detailed statements from you and your parent explaining the special circumstances

**My other parent is deceased.**

Include a copy of the death certificate or other supporting documentation

**I am unable to contact my other parent and/or do not know their whereabouts.**

Include detailed statements from you and your parent explaining the special circumstances as they pertain to your personal (not financial) relationship with the noncustodial parent. The statements should outline attempts made to contact the other parent. Also include a detailed statement written by an unrelated third-party individual\* explaining your special circumstances with your noncustodial parent

**It is unsafe for me to contact my other parent.**

Include detailed statements from you and your parent explaining the special circumstances as they pertain to your personal (not financial) relationship with the noncustodial parent. Also include a detailed statement written by an unrelated third-party individual\* explaining your special circumstances with your noncustodial parent. Attach any supplemental documentation showing the safety concerns (such as police reports), if available.

*\*The third-party individual must be someone knowledgeable about the family situation (such as a teacher, counselor, clergy member, or an employer of the student's custodial parent). This person cannot be a relative or close family friend.*

## CERTIFICATION AND AUTHORIZATION

Do NOT submit without all required documents and signatures.

*By signing this form, I certify that all the information reported is complete and correct.*

Student's signature (typed signatures are acceptable)

Date

Custodial parent's signature (typed signatures are acceptable)

Date