

Office of Student Financial Aid

C O O

\_\_\_\_\_  
Last Name                      First Name                      M.I.

\_\_\_\_\_  
BRCTC ID number

\_\_\_\_\_  
Phone Number (include area code)

\_\_\_\_\_  
Email Address

You reported on your Free Application for Federal Student Aid (FAFSA) that you are an unaccompanied youth who is homeless, or are an unaccompanied youth providing for your own living expenses who is at risk of being homeless. We must have this completed form and any required documentation before we can continue processing your financial aid. The National Center of Homeless Education can be reached at 1-800-308-2145 if you need further assistance.

Definitions:

**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. Also, if you are living in any of these situations and fleeing an abusive parent you may be considered homeless.

**Unaccompanied**—means you are not living in the physical custody of your parent or guardian

**Youth**—means you are 21 years of age or younger or still enrolled in high school as of the day you sign your FAFSA

**Attach Documentation verifying Homelessness or Risk of Homelessness** from one of the following:

- A McKinney-Vento School Liaison
- A Director or designee of a HUD-funded shelter
- A Director or designee of a RHYA-funded shelter

Documentation must confirm:

**You are an unaccompanied homeless youth** – This means that, anytime on or after July 1, 2020, you are living in a homeless situation, as defined by Section 725 of the McKinney-Vento Act, and are not in the physical custody of a parent or guardian, or

**You are an unaccompanied, self-supporting youth at risk of homelessness** – this means that, anytime on or after July 1, 2020, you are not in the physical custody of a parent/guardian, you provide your own living expenses entirely, and are at risk of losing your housing.

**Attach a letter of explanation if you cannot obtain a letter from one of the above** – If you cannot obtain documentation, but have other circumstances that qualify you as an unaccompanied homeless youth or are at risk of homelessness.

**I am not homeless and do not qualify as an unaccompanied youth** – You must correct your FAFSA and provide parental data.

**CERTIFICATION:**

My signature below certifies that the information provided above is true and correct to the best of my knowledge. I understand that the penalty for providing false or misleading information is a fine, prison sentence, or both.

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

**To return this form:**

Mail: Office of Student Financial Aid  
13650 Apple Harvest Drive  
Martinsburg WV 25403  
Fax: 304-260-4376