

How to File an Independency Appeal in VMF

Appeals are submitted and processed inside of the verification portal located at [GSU.verifymyfafsa.com](https://gsu.verifymyfafsa.com) portal. For students who have never logged into the verification portal an account must first be created first.

Step One: Creating an Account

If you have previously logged into the verification portal skip to step two.

Selecting the Dependency Override Appeal notification button in your PAWS account will link you to the registration page of the verification portal. You can find the appeal button on the HOME tab in your PAWS account. To create an account, you must enter your demographic information exactly as it appears on the FAFSA. You will be asked to provide your preferred email address which is your GSU student email address.

Step Two:

Log into the verification portal at gsu.verifymyfafsa.com. After you have logged in, you must select the “Request” button on the upper right-hand side of the page. Select “Dependency Override Appeal”

Step Three:

Provide a short statement on why the appeal is being submitted. After the brief statement is created you will be able to access the customized Dependency Override Appeal form

Step Four:

Next you must provide a short statement on why the appeal is being submitted. After the brief statement is created you will be able to access the customized Dependency Override appeal form. You must explain in detail the mitigating circumstance which prevents you from adding a parent to the FAFSA. This information is required for both your biological/adopted mother and father.

A mitigating circumstance is something out of your control such as abuse whether mental, physical, or sexual or homelessness, or the death of a custodial parent. All claims must be supported with at least one letter from an adult relative over the age of 24 and documentation from a professional such as an attorney, doctor/nurse, or therapist. Police reports, court orders, and letters from the director of a homeless shelter, or letter from the Department of Family and Children’s Services (DFACS) also meet this requirement.

After all required documents have been uploaded, the appeal will be reviewed by a committee. The processing time is up to two weeks.