



NON-CUSTODIAL PARENT INFORMATION FORM

The individual submitting this form is the only parent who has completed the application for financial assistance via the Clarity online portal. The information below will provide the Kingswood Oxford School Financial Assistance Committee with information about the non-custodial parent (parent without custody) which will allow the committee to move forward in their consideration of your family's application for financial assistance. All custodial parents are required to submit financial information for full consideration by the financial assistance committee.

Applicant's Name: _____

Form applying for: _____

Name of Custodial Parent: _____ Name of Non-Custodial Parent: _____

1. Is the applicant's non-custodial parent deceased? Yes – Please stop here; sign the bottom of this page and return.
 No– Please complete the remaining form.
2. Have you always been a solo parent? Yes No
3. Do you know the whereabouts of your child's non-custodial parent?
 - a. Yes Nature and Frequency of Contact _____
 - b. No Date of Last Contact _____ [Month / Year]
4. Are the applicant's biological parents separated or divorced? Yes No
If yes, what was the date of separation/divorce? _____ [Month/Year]
Annual Child Support Amount \$ _____

Please provide a copy of any applicable legal document such as divorce decree, custody agreement, legal separation agreement, etc., which specify the role and responsibilities of both parents if educational expenses are specifically addressed in the legal documents.

5. Has the non-custodial parent ever claimed the applicant on a federal income tax return? Yes No
6. Please check one of the following statements:

I understand that my child's financial assistance application will be considered incomplete until information for the second parent is received. Information for any step-parents in either household is also required. I further understand it is my responsibility to provide additional parent information to Kingswood Oxford School per the deadlines listed below.

I request that Kingswood Oxford School waive the requirement of obtaining financial documentation from my child's non-custodial parent. I am either unaware of the whereabouts or my child's non-custodial parent or do not have contact with this individual.

In support of my request to waive the requirement of obtaining non-custodial parent financial documentation, I have provided an explanation below (Custodial Parent Statement), as well as a third party letter of verification (attached) from a third-party (a school counselor, attorney, clergy person, colleague, employer or other non-relative) explaining and confirming the nature of the relationship between the child and the non-custodial parent.

I attest that all of the information provided is true and accurate. I understand the misrepresentation of the information requested could lead to a revocation of any financial assistance grants awarded.

Signature of Custodial Parent: _____

Date: _____

