

## 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: Na	ne of Non-Custodial Parent:	
1.	Is the applicant's non-custodial parent deceased?	<ul><li>☐ Yes – Please stop here; sign the bottom of this page and return.</li><li>☐ No− Please complete the remaining form.</li></ul>	
2.	Have you always been a solo parent?	□ Yes □ No	
3.	Do you know the whereabouts of your child's non- a.   Yes Nature and Frequency of Contact _ b.   Date of Last Contact _	•	
4.	Are the applicant's biological parents separated or If yes, what was the date of separation/divorce?	[Month/Year] Annual Child Support Amount \$	
		livorce decree, custody agreement, legal separation agreement, etc., cational expenses are specifically addressed in the legal documents.	
5.	Has the non-custodial parent ever claimed the a	oplicant on a federal income tax return? $\Box$ Yes $\Box$ No	
6.	Please check <u>one</u> of the following statements:		
		will be considered incomplete until information for the second parent old is also required. I further understand it is my responsibility to hool per the deadlines listed below.	
		ent of obtaining financial documentation from my child's non-custodial non-custodial parent <u>or</u> 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, clergyperson, colleague, employer or other non-relative) explaining and confirming the nature of the relationship between the child and the non-custodial parent.		
	that all of the information provided is true and accurated could lead to a revocation of any financial assistance	te. I understand the misrepresentation of the information te grants awarded.	
Signatu	ure of Custodial Parent:	Date:	



## CUSTODIAL PARENT STATEMENT REQUEST FOR WAIVER OF CONSIDERATION OF NON-CUSTODIAL PARENT

Applicant's Name:	Form of Application:		
Custodial Parent:			
Please write a statement giving the essential information to help the Financia necessary to waive the noncustodial requirement. Please provide as much decompleted for	tail as possible and include any applicable documentation with your		
Financial Assistance Application and Enrollment Deadlines			
Applications for Admission and Financial Assistance Due: Admission and Financial Assistance Notifications: Application and Financial Assistance Response Deadline:	February 1 March 8 April 10		
Signature of Custodial Parent:	Date:		

Please e-mail this form to bosco.a@kingswoodoxford.org

Office of Financial Assistance

**Kingswood Oxford School** 

West Hartford, CT



## **Third Party Letter of Verification Regarding Absent Non-Custodial Parent**

As an objective third party not related to the student in question, I am aware of the absence of the below applicant's non-custodial parent. I am making a statement below and providing evidence to support the waiver of consideration of the non-custodial parent in the financial assistance application process. 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 awarded.

Applicant's Name:	Number of years I have known the applicant family: yrs	
Phone Number: ( )	E-mail Address:	
Signature of Third Party Individual Verifying Absence		
of Non-Custodial Parent:	Date:	

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