How to Submit a Dependency Override Appeal
(Student Instructions)

A student who wants to submit a Dependency Override appeal must first contact the Student Financial Aid Services at 973-596-3479 or finaid@njit.edu and speak with an advisor. The advisor will open a tracking requirement that would allow the student to submit a dependency override appeal on the document portal.

- Students will log into the document portal and click on Manage Requests.

![Manage Requests](image)

- Click on + for 2022-2023 or the relevant aid year.

![Dependency Appeal](image)

- Submit the appeal after carefully providing the details of your circumstances.
- Click on open Dependency Appeal under Needs Action.

- Click on PJ Dependency Override Appeal and fill out the web appeal form.

- Upload supporting documents and Submit.