

FINANCIAL AID/VETERAN SERVICES/SCHOLARSHIPS

Professional Judgment Request Form 2013 – 2014

INSTRUCTIONS:

According to federal laws and regulations, a family's 2012 income is used to assess financial need for the 2013-2014 school year. Professional Judgment refers to the school's authority to make adjustments to the data elements reported on the Free Application for Federal Student Aid (FAFSA) to recalculate the Expected Family Contribution (EFC).

(Please print):		
Student Name: Last, First, M.I.	Student SSN/ID#	
Father/Step-father Name: Last, First, M.I.	SSN*	
Mother/Step-mother Name: Last, First, M.I.		

If you believe you have a special circumstance, you may request the Financial Aid Office to re-evaluate your family's ability to pay the cost to attend college. In order to do so, you and your family must complete the attached form and provide **documentation of your situation**.

Please attach the following <u>required documentation</u>:

- Dependent Students (students required to provide parental information on FAFSA) must submit the following documents:
 - 1. Student/Parent/Stepparent(s) copy of 2012 Tax Return Transcripts and all W2s.
 - 2. Student/Parent/Stepparent)s) copy of 2013 Tax Return Transcripts and all W2s (if submitting this information **after** Dec. 31, 2013).
 - 3. Student/Parent/Stepparent(s) copies of most recent pay stubs.
 - 4. 2013-2014 Dependent Verification Document.
- Independent Students (students not required to provide parental information on FAFSA) must submit the following documents:
 - 1. Student/Spouse copy of 2012 Tax Return Transcript and all W2s.
 - 2. Student/Spouse copy of 2013 Tax Return Transcripts and all W2s (if submitting this information **after** Dec. 31, 2013).
 - 3. Student/Spouse copies of most recent pay stubs.
 - 4. 2013-2014 Independent Verification Document.

Examples of Documentation to Submit:

-Layoff notice or letter from employer -Proof of current income

-Proof of unemployment benefits -Death Certificate

-Medical records, proof of disability benefits
 -Social Security Statement
 -Workers Compensation
 -Child Support Statement

- -Divorce decree or legal separation documents or letter from attorney stating marital status of parties involved.
- -Proof of out-of-pocket expenses paid in 2012 (childcare/eldercare/medical/dental).
- -Marital Status

NOTE: The Financial Aid Office will re-evaluate your financial aid eligibility **ONLY** after receiving all requested and required documentation.

Student's Name:	SSN: *					
STEP ONE: Projected Year Income If you are dependent, parental information is required. If you are independent, student and spousal (if married) information is required.						
PROJECTED INCOME FOR	ACTUAL Jan. 1, 2013 to today	ESTIMATED Today to Dec. 31, 2013	TOTAL (Actual + Estimated)			
January 1, 2013 to December 31, 2013	·	, and the second	(Fictual Estimated)			
Dependent: (Students required to provide p	arental information or	rafsa)				
Father/Step-father's gross wages, salaries,						
tips (include severance pay, disability	\$	\$	\$			
payments and other income from work)						
Mother/Step-mother's gross wages, salaries,						
tips (include severance pay, disability	\$	\$	\$			
payments and other income from work)						
Other Taxable Income (unemployment)	\$	\$	\$			
Other Untaxable Income & Benefits:						
 Payments to Tax-Deferred pension and 	\$	\$	\$			
saving plan	•		'			
 IRA deductions/payment to SEP, SIMPLE, 						
Keogh						
 Child Support Received 						
Tax Exempt Interest Income						
Untaxed Portions of IRA distributions						
Untaxed Pension and Annuity Income						
 Housing, food and other living allowances paid to you 						
 Non-educational Veterans Benefits 						
Worker's Compensation/Disability						
Bills paid on your behalf						
	vido porontal informat	ion on FAFSA)				
Independent: (Students not required to provide parental information on FAFSA)						
Student's gross wages, salaries, tips (include	φ	d d	φ			
severance pay, disability payments and	\$	\$	\$			
other income from work)						
Spouse's gross wages, salaries, tips (include	_		_			
severance pay, disability payments and	\$	\$	\$			
other income from work)						
Other Taxable Income (unemployment)	\$	\$	\$			
Other Untaxable Income & Benefits:						
 Payments to Tax-Deferred pension and 	\$	\$	\$			
saving plan						
• IRA deductions/payment to SEP, SIMPLE,						
Keogh						
Child Support Received Toy Everynt Interest Income						
Tax Exempt Interest IncomeUntaxed Portions of IRA distributions						
Untaxed Pension and Annuity Income						

Housing, food and other living allowances

Non-educational Veterans Benefits Worker's Compensation/Disability

Bills paid on your behalf

paid to you

Student's Name	:	SSN:* _		
STEP TWO: Explanation of Special Circumstances (below) Please provide a detailed statement of explanation regarding your current situation that you as asking us to consider. Please remember to include applicable dates and any documentation supporting your circumstances. If sufficient documentation is not provided, the Professional Judgment will be denied as the application will be incomplete.				
Please print	:			
STEP THRE	E: Certification			
By signing below, I certify that the information provided on this form is true and correct to the best of my knowledge. I understand that completing this form does not guarantee financial aid will be increased. I agree that if requested, I will provide documentation to support the information provided on this form. I understand the Financial Aid Office reserves the right to review all requests on a case		WARNING: If you purposely give false or misleading information you may be fined, be sentenced to jail, or both.		
	and make adjustments if deemed appropriate and make adjustments and the appropriate appropriate and the appropriate appropriate appropriate and the appropriate ap			
Student Signatur	e (Required)	Date		
Parent Signature	(Required if dependent)	Date		
FOR FA/VA (OFFICE USE ONLY: Comments			
FA/VA Staff			Date	