

## PROFESSIONAL JUDGMENTS

Students who request a professional judgment must submit a signed and dated written letter explaining their circumstances and the amount of annual income they expect to have received by the end of the year including any and all aid to be received by the spouse. Additionally, the student must submit supporting letters from friends or relatives and supporting documentation such as job termination papers, unemployment approval letters, proof of social security or disability, etc. Once all letters and documentation are gathered, the Financial Aid Specialist will submit them to the Director or Sr. Financial Aid Specialist with a professional judgment form for approval. If approved, the Financial Aid Specialist may make corrections to the ISIR indicating it is for a Professional Judgment. However, if the student was selected for verification, the verification must be completed and in tolerance prior to the Specialist making a professional judgment correction to the ISIR. A professional judgment is good only for that particular award year. A student must re-request a professional judgment for any subsequent award year by resubmitting all required documentation as described above.

