Independent

Federal student aid regulations provide the potential for reevaluation of the FAFSA, if your financial circumstances change, and the 2013 income information you reported on your financial aid application may not be an accurate indicator of your ability to pay for educational costs. You and/or your spouse must meet one of the circumstances indicated below to qualify for reevaluation of your financial aid eligibility. Once you have completed all steps below, return this form along with the required supporting documentation to the address above. Forms received without all required documentation will not be evaluated. Submission of this form does not guarantee a change in your financial aid eligibility. Each case will be evaluated on an individual basis. Verification of your file will be completed before your professional judgment request will be assessed.

**STEP I: Student Information**

<table>
<thead>
<tr>
<th>Name</th>
<th>Last</th>
<th>First</th>
<th>MI</th>
</tr>
</thead>
<tbody>
<tr>
<td>Permanent Address</td>
<td>Street Number &amp; Name (incl. Apt No.)</td>
<td>City</td>
<td>State</td>
</tr>
</tbody>
</table>

| Social Security Number | Daytime/Cell Phone |

**STEP II: Reason for Filing a Professional Judgment Form**

Check the circumstance that applies to your situation. All required documentation supporting your circumstance must be attached. These questions may be applied to you and/or your spouse (if applicable).

- **A.** I earned money in 2013, but have lost my full-time job and am still unemployed.
  
  **Required Documentation:**
  1. Statement on company letterhead from ALL employers you worked for in 2013 and/or 2014 indicating:
     - Date your ceased employment; and
     - Wages for 2014 (if employment ceased in 2014); and
  2. A current statement of unemployment benefits received, if applicable

- **B.** I earned money in 2013, but have changed employment and am now earning substantially less money in 2014.
  
  **Required Documentation:**
  1. Statement on company letterhead from ALL employers you worked for in 2013 and/or 2014 indicating:
     - Dates of employment; and
     - Your estimated earnings for 2014

- **C.** Since applying for financial aid for 2014-2015, my spouse and I have separated or divorced.
  
  **Required Documentation:**
  1. If separated: Attach a notarized statement indicating the date of separation
  2. If divorced: Attach a copy of the divorce decree

- **D.** Since applying for financial aid for 2014-2015, my spouse has enrolled at least half-time in an undergraduate, degree-seeking program.
  
  **Required Documentation:**
  1. A copy of spouse’s current semester course registration

- **E.** Since applying for financial aid for 2014-2015, my spouse has died.
  
  **Required Documentation:**
  1. A copy of spouse’s death certificate
Required Documentation:
1. A statement from source of one-time income indicating amount; and
2. A statement from student indicating the disposition of the funds

G. I paid out (not owed) a large amount of medical and/or dental expenses in 2013.
Total Medical and/or Dental Expenses PAID from January through December 2013: $_______________
Required Documentation:
1. Copies of medical and/or dental receipts showing medical payments made out of pocket in 2013

H. I paid private or parochial elementary and/or secondary tuition in calendar year (not academic year) 2013.
Total Tuition Paid from January through December 2013: $_______________
Required Documentation:
1. Copies of paid receipts from calendar year 2013 for private or parochial elementary and/or secondary tuition; or
2. A statement from the educational institution indicating tuition paid in calendar year 2013

STEP III: Other Required Documentation

In addition to the documents requested above, please also submit:
1. A copy of student’s 2013 IRS Tax Return Transcript (www.IRS.gov) or 1-800-908-9946 and W2s or 1099s; AND
2. A copy of spouse’s 2013 IRS Tax Return Transcript (if applicable) and W2s or 1099s; AND

STEP IV: Your Family’s Expected Income in 2014

(Note: If you checked item A, B or C, please complete Step IV; otherwise, proceed to Step V.)

1. In 2014, how much will you earn from work?  $_______________
2. In 2014, how much will your spouse earn from work?  $_______________
3. In 2014, what will be the amount of your tax deductible payments to an IRA and/or Keogh?  $_______________
4. In 2014, how much will you receive in Unemployment Compensation?  $_______________
5. In 2014, how much will your spouse receive in Unemployment Compensation?  $_______________
6. In 2014, how much will you (or your spouse) receive in Child Support?  $_______________
7. In 2014, how much will you receive in Workers’ Compensation?  $_______________
8. In 2014, how much will your spouse receive in Workers’ Compensation?  $_______________
10. In 2014, how much will your spouse receive in Social Security benefits?  $_______________
11. In 2014, how much will you (or your spouse) receive in TANF?  $_______________
12. In 2014, how much will you (or your spouse) receive in other untaxed income (e.g., earned income, credit, housing, food, and other living expenses) from military, clergy and/or others? Include cash payment and cash value of benefits.  $_______________

STEP V: Read, Sign, and Return to the Asbury University Financial Aid Office

All of the information on this form and the attached documents are true and correct to the best of my knowledge. If asked by an authorized official, I agree to provide any additional documentation requested. I also realize that if I do not provide documentation when asked, the Professional Judgment will not be reviewed.

Student’s Signature ___________________________________________ Spouse’s Signature ___________________________________________
Date Completed _______________________________________________ Is all required documentation from Steps II and III attached?

OFFICE USE ONLY
☐ APPROVED ☐ DENIED Date________________ Staff Signature __________________________________________
Reason for Denial _______________________________________________