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Track Code: PJ	SOCIAL SECURITY NUMBER
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	MPC STUDENT'S ID NUMBER

Use ink **2016—2017 Professional Judgment**

The Professional Judgment is required if you need to request a change in income status, dependency status, or selective service status.

Last Name	First Name	MI	Other Names Used at MPC (Last, First, MI)
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

APPLICATION FOR PROFESSIONAL JUDGMENT

The Higher Education Act of 1992 allows financial aid administrators to make professional judgment decisions for special or unusual family or student circumstances. These circumstances must be documented. Circumstances requiring professional judgment decisions must be analyzed on a case by case basis. The financial aid administrator may treat a student with special circumstances differently than the strict application of the methodology would otherwise permit.

SECTION A: REASON FOR APPLICATION

I am applying for Professional Judgment because...

1. My current year income is less than the (Complete Sections B, C, E, and H) previous year income.

2. I would like to be considered as an independent (Complete Sections B, D, E, and H) applicant.

3. Selective Service (Complete Sections B and H)

4. Change in Marital Status (Complete Sections B, D, E, and H)

5. Childcare Expenses (Complete Sections B, E, F, and H)

6. Other (please state) _____ (Complete Sections B, E, and H)

SECTION B: DESCRIPTION OF REQUEST

Please provide a brief description of your request for a Professional Judgment. (If additional room is needed please use Section G on page 4.) Please note that if no further documentation is required a Professional Judgment evaluation may take up to three weeks to process.

SECTION C: DECREASED INCOME

My current year income is less than the previous year's income.

To apply for a Professional Judgment because your current year income is less than your application year income, you must provide Student Financial Services with the following documentation:

- ___ 1. Completed V1 Dependent or Independent Verification Worksheet.
- ___ 2. Signed copy of student's and/or parents' and/or spouse's 2015 IRS tax transcripts, **and**
- ___ 3. Student's and/or parents' and/or spouse's 2015 W-2 or wage transcript(s) , **and**
- ___ 4. The last pay stubs from all of the companies for which you were employed during the year **and/or**,
- ___ 5. Layoff notice from employer **and/or**,
- ___ 6. Proof of all unemployment compensation received during the fiscal year. Including the start date/dates when the unemployment began **and/or**,
- ___ 7. Proof of how much disability compensation you may be receiving during the year **and/or**,
- ___ 8. Signed Passport to Services if you have Department of Social Services income.
- ___ 9. All of the above for other members in the family who's income is included in your application.
(Example: spouse, children, parents etc.)
- ___ 10. You must complete a budget sheet (page 3) stating your current expenses and income.

SECTION D: FINANCIAL INDEPENDENCE/MARITAL STATUS CHANGE

I would like to be considered an independent student.

To be considered an independent student a student cannot have had contact with both parents for the last two years or the student has been removed from the family. The following are examples that would qualify for independent student consideration:

- a. There is abuse in the family and the student has been removed or has a restraining order against their parents.
 - b. The student's parents are both dead.
 - c. The student's parents are incarcerated.
 - d. The student has had not contact with the parents for two years.
 - e. The student's parents reside in a foreign country and there is no dependence upon the parents.
- ___ 1. The student will need to bring a copy of the restraining order or court order removing the student from the family **and / or**,
 - ___ 2. A letter from an attorney, minister, or public official stating the student has no contact with the family for the last two years **and/or**,
 - ___ 3. Proof that the parent/s are incarcerated.

MARITAL STATUS CHANGE:

- ___ 1. Student will need to bring copy of Marriage Certificate **and**
- ___ 2. Student will need to provide spouse tax transcripts.

SECTION E: STATEMENT OF EXPENSES AND RESOURCES

Please itemize both your monthly and yearly expenses and list all sources of income from January 1, 2016 to December 31, 2016. (Please project expenses and resources for future months.)

EXPENSES	Per Month	Per Year
Rent or Mortgage Payment		
Utilities		
Insurance (include home, apartment, auto)		
Food		
Transportation (car payments, gas, repairs)		
Medical/Dental		
Clothing		
Recreation		
Total Expenses	\$	\$

RESOURCES	Per Month	Per Year
Income from employment		
Income from Work-Study employment		
Interest and dividend income		
Social Security benefits		
AFDC		
Unemployment benefits		
Food stamps		
Disability benefits		
Child support		
Other income (specify source below)		
1.		
2.		
Total Resources	\$	\$

SECTION F: CHILDCARE EXPENSES

You must provide Student Financial Services with documentation of childcare for the academic year (example: contract or a signed statement by childcare provider outlining the cost of the care)

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SECTION G: ADDITIONAL INFORMATION

Please use this section to present additional information relevant to your professional judgment application.

SECTION H:

By signing below, I am certifying that all information on this form is true and complete to the best of your knowledge. If you purposely give false or misleading information, you may *be fined \$20,000, sent to prison, or both.*

Student's Signature: _____ Date: _____

SECTION I: FOR STUDENT FINANCIAL SERVICES USE ONLY

Comments:

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____ Professional Judgement Approved ____ Professional Judgement Denied

Staff Signature

Date

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