**2024-25 Petition for Professional Judgement**

The *FAFSA Simplification Act* helped to distinguishes between different categories of professional judgments:

* **Special Circumstances**refer to financial situations (loss of a job, divorce, or separation, etc.) that justify an aid administrator adjusting data elements in the COA or in the EFC calculation.
* **Unusual Circumstances**refer to the conditions that justify an aid administrator making an adjustment to a student’s dependency status based on a unique situation (e.g., human trafficking, refugee or asylee status, parental abandonment, incarceration), more commonly referred to as a dependency override.

All requests for a professional judgment (PJ) will be submitted to the Director of Financial Aid (DOFA). The DOFA will review and either approve or deny the professional judgment request. Professional judgments will be conducted on a case-by-case basis. All circumstances will be considered on a case-by-case basis for conditions that differentiate an individual from a defined group of students, rather than for conditions that exist across a group of students.

To request a professional judgment student must complete the Professional Judgment petition form below Information on that form will determine what supporting documentation may be required.

**All requestors must have a documented interview between the student and the DOFA, as part of the required documents.**

**2024-25 Petition for Professional Judgement Request for**

Check one of the following boxes:

**Special Circumstances**

Please complete the **Professional Judgement Request - Special Circumstances** form**.**

Submit the completed form and any requested and/or required documentation to your Enrollment Manager Specialist (EMS).

**Unusual Circumstances** 

Please complete the **Professional Judgement Request – Unusual Circumstances** form**.**

Submit the completed form and any requested and/or required documentation to your Enrollment Manager Specialist (EMS).