

2011-2012 STUDENT REQUEST FOR PROFESSIONAL JUDGMENT CONSIDERATION

Professional Judgment is a process by which special circumstances are taken into consideration when determining financial aid eligibility. The student must make the request in writing and provide extensive documentation.

I, _____, _____ request consideration for professional judgment
(Student Name) (Social Security #)
when determining my eligibility for financial aid at Cleveland State Community College for the 2011-2012 financial aid year.

CHECK (✓) WHICH TYPE OF PROFESSIONAL JUDGMENT YOU ARE REQUESTING. PROVIDE WRITTEN STATEMENT AND SUPPORTING DOCUMENTATION.

Professional Judgment due to *Income Situation* – a substantial difference in your total 2011 household income due to circumstances beyond your control, as compared to your 2010 total household income. You, the student, must submit documentation that supports your request. All income earned and expect to earn in 2011 must be documented. If married, you must include spouse's 2011 information or if you are a dependent student, you must include your parents' 2011 income information.

Documents commonly required. *Check documents submitting.*

- _____ Separation notice for Employment; *separation must be due to no fault of your own.*
- _____ Dept. of Labor document of employment benefits received.
- _____ Recent pay stubs and statements clearly listing when you or other household members, that must be included, were employed for each job and if presently employed.
- _____ Documentation of any other income or benefits received such as: retirement, pension, social security, etc.

Other monies received or expect to receive for the entire 2011 year. You must *list amounts received or paid.*

- _____ Social Security Benefits (including SSI).
- _____ Welfare benefits, including Temporary Assistance for Needy Families (TANF).
- _____ Child Support received.
- _____ Any child support you have paid or total will pay this year (2011).
- _____ Cash or financial assistance you (and your spouse) received from family, friends or elsewhere.
- _____ Any other income or monies not listed above with supporting documentation.
- _____ Other items you wish to include in your request.

Professional Judgment due to *Independency Status* -

Upon completing the FAFSA, if you answered "NO" to all 7 questions in Step Three on Page 4 of the FAFSA, you may request to be considered an independent student based on special circumstances related to your relationship with your parent(s). You, the student, must then submit documentation that supports your request. The documentation must explain the situation with your parents and prove that you have been and are supporting yourself.

Documents commonly required. *Check documents submitting.*

- _____ Documentation supporting status of parent(s) and relationship. (2 notarized statements from persons who know of your relationship with your parents) Statements must be from a professional organization or member of the community. Can be from a church, high school counselor, case worker, court documents, etc.
- _____ Signed Federal 1040 Tax Forms for 2010 or W2's.
- _____ Signed Federal 1040 Tax Forms for 2008 or W2's.
- _____ Most recent Pay Stub from your current employment.
- _____ Divorce Decree.
- _____ All cash received, *list amount.*

