

Students and Families:

Prior to submitting an appeal for special circumstances, please read the following important information:

- Before we can process a request for consideration of special circumstances, we must have a FAFSA on file for the academic year you are applying for.
- If you have a previously **Approved Dependency Status Appeal** at South Plains College, it is **not necessary** to complete a new application each year after the 22-23 academic year.
- As we review the documents submitted, we may find it necessary to request additional documents, these requests will be made via student SPC e-mail account.
- Please be aware that as we review the documents, we must make necessary corrections to the FAFSA. These corrections may result in a reduction or loss of current need based financial aid.
- Once we receive your application, please allow 2-3 weeks for processing.

If previously selected for verification, that process must be complete before the Professional Judgement process can be completed. Be aware that applying for a Professional Judgment evaluation may result in any of the following:

- A delay in awarding financial aid
- A delay in any expected financial refund
- The loss of previously awarded financial aid

Please review the attached application which lists other items necessary for your specific situation. **Please do not return this form without including all completed and signed paperwork.**

Sincerely,
South Plains College Office of Financial Aid

Professional Judgement Application

STUDENT NAME: _____

Student ID: _____

The student named above has indicated that special or unusual circumstances affect the family's ability to contribute to the student's education. Completing this information and documentation does not guarantee an offer of additional assistance. It also does not guarantee a change in eligibility for financial assistance. Financial difficulty resulting from consumer debt cannot be considered.

Your application will not be processed until a **PERSONAL** Statement written by the **STUDENT**, describing the reason the Professional Judgment evaluation is needed, has been received.

SECTION A: PLEASE CHECK THE APPROPRIATE BOX BELOW WHICH BEST DESCRIBES YOUR SITUATION

- Divorce/Separation of Student or Parent** (Attach separation/divorce agreement and W-2 of parent with whom student resides if dependent student)

Who is Separated/Divorced? Student _____ Parent _____

Date of Separation/Divorce: _____

With whom does student now live, if dependent student? _____

How many family members are in the household now? _____

- Death of a Spouse or Parent** (Attach death certificate and complete the loss of income "Section B" on the next page)

Name of Deceased: _____

Relationship to Student: _____

Date of Death: _____

- Involuntary Loss of Income – Student and/or Parent** (Attach termination letter from previous employer stating last date of employment and provide Unemployment Compensation Statement and year to date earnings and complete the loss of income "Section B" on the next page)

Loss of income: Whose? _____ When? _____

Change of Employment: Whose? _____ When? _____

Why? _____

- Extraordinary Medical Bills** (In excess of 7.5% of adjusted gross income. Official documentation including a copy of Federal tax return Schedule 1 and/or copies of bills must be included with other required documents.)

Annual Cost of Insurance Premiums: \$ _____

Annual amount paid for medical expenses NOT reimbursed by insurance: \$ _____

