

First Name: _____ Last Name: _____ Student ID #: _____

2022-2023 Professional Judgment Form — Independent Student

Read all [instructions](#), complete the Professional Judgment Form, and submit all required documentation.

There are instances when a student's [Free Application for Federal Student Aid](#) (FAFSA) may not reflect the family's current situation. These are special circumstances that can be considered that may impact the student's financial aid eligibility. In these rare cases, a financial aid administrator may exercise professional judgment to adjust the student's Cost of Attendance or the data that determines the student's Expected Family Contribution.

See the the professional judgment section of the [ERAU financial aid terms and conditions page](#) for detailed information.

Please review the options below and **check all circumstances that apply** and submit all required documents:

Divorce or Separation

Required Documents:

- Copy of separation, divorce decree or copy of mortgage/lease proving separate residences
- Copy of W2(s) and 2020 and/or 2021 IRS Tax Transcript if taxes were filed jointly

Decrease in student(s) Income after January 1, 2021, as a result of job loss, retirement, death/disability, or other wage reduction

Required Documents:

- Signed and dated letter on company letterhead from employer listing last date of employment, total earnings from January 1, 2021 through last date of employment.
- Copy of last pay stub.
- Documentation of severance/benefits/unemployment compensation.
- Copy of your 2020 and/or 2021 IRS Tax Return Transcript and w2(s).
- All supporting documentation.

Major medical expenses that were not covered by insurance and were paid for out of pocket

Do not include payments for health insurance premiums. Expenses must be above 11% of Adjusted Gross Income.

Required Documents:

- Itemized list of medical expenses not covered by insurance and paid out of pocket.
- 2020 Tax Transcript and Schedule A.
- Proof of Payment.

Dependent care expenses

Required Documents:

- Please provide proof of payment
- Age(s) of dependent children: _____
- Name(s) of dependent children: _____

Death of a Parent or Spouse

Required documents:

- Death certificate of the deceased individual
- Document of any death benefits received

Lump sum distribution or non-recurring income in 2020 has inflated your Adjusted Gross Income Please note that in some cases, not all distributions or non-recurring income can be removed per requirements on the [FAFSA](#)

Required Documents:

- Please indicate amount \$ _____
- Copies of your 2020 IRS Tax Return Transcript, an itemized statement detailing how this additional income was spent, and a 1099-R if applicable.

Other special or unusual circumstance(s)

If your concern is not covered in any of the above options, please give us a brief summary below of your concern. Attach a separate page if more space is needed.

Please submit this form and all supporting documentation in PDF format through the ERAU [secure upload](#) portal. Please include your Student ID on all documents and do not send any sensitive or confidential data (social security numbers, sensitive financial information including account numbers, etc.)

Certifications and Signatures

Warning: If you purposely give false or misleading information you may be fined, be sentenced to jail, or both.

By signing this form, I declare that all information on this form is true and correct and all sources of income have been reported to the best of my knowledge.

Student Signature

Date

Submit this document to your campus Financial Aid Office using the [secure upload](#) link, at your ERAU campus or via fax: 386-226-6915. Be sure to include your Student ID on all documents. Do not send tax return transcripts via email they will not be accepted.