

Leaders for Life

**2019-2020 PROFESSIONAL JUDGEMENT
REQUEST FORM**

Name: _____ STU ID #: _____

Telephone #: _____ Academic Year: _____ Program: Federal: _____ State: _____

Appeal based on Academic performance guidelines: A student who is no longer eligible for federal, institutional and state grants due to failure to meet Satisfactory Academic Progress standards and who has been placed in Financial Aid Suspension may appeal.

OR

Appeal based on other circumstances guidelines: A student may request financial aid review for extenuating circumstances not related to academic progress.

Deadline to submit your appeal: Appeal should be submitted no later than 30 days from the start of the semester following termination of aid.

Specify in detail the reason(s) of your request for a professional judgement and attach at least two supporting documents. All documents must be submitted to the Financial Aid Office.

Please select all that apply:

1. SATISFACTORY ACADEMIC PROGRESS APPEAL (SAP)

Choose the circumstances surrounding your request for a SAP appeal and submit two supporting documents.

- Medical Emergencies.
- Severe Health Issues.
- Severe Personal or Family Problems.
- Financial or personal Catastrophe.
- Return for a second degree or certificate.
- Other: _____

2. SPECIAL CIRCUMSTANCES

Choose the circumstances surrounding your request to for the recalculation of your EFC and submit two supporting documents.

- Documented Medical Condition or Serious Illness (i.e. requires hospitalization) experienced by the student or family member of the student (as designated above).
- Documented Change in Conditions of Employment.
- Extraordinary/Emergency Circumstances, such as natural disasters.
- Dislocated Worker.
- IRA/Pension Withdrawal or Rollover.
- Changes in Employment Status.
- Other: _____

Circumstances that are NOT considered as extenuating include, but are not limited to:

- Standard living expenses (e.g. utilities, credit card payments, children's allowances, etc.)
- Mortgage payments
- Car payments
- Credit card or other personal debts

- Vacation expenses
- All other discretionary expenses

3. ADJUSTMENT TO BUDGET (Cost of Attendance)

Choose the circumstances surrounding your request to for the recalculation of your COA and submit two supporting documents.

- Childcare and elder care expenses.
- Additional transportation expenses.
- Additional books & Supplies.
- Additional expenses related to an internship.
- Additional rental/mortgage expenses.

The following conditions will NOT be considered for budget adjustments:

- Expenses beyond the allotted amounts for room and board
- Additional food purchases beyond budget
- Utilities, DSL and telephone bills
- Transportation related expenses (e.g. car repair bills, additional car insurance, etc.)
- Consumer indebtedness (e.g. auto loans, personal loans, down payment for a car, credit card payments, etc.)
- Expenses related to household repairs or improvements

4. DEPENDENCY STATUS OVERRIDE (for undergraduate dependent students only)

Choose the circumstances surrounding your request for a dependency override and submit two supporting documents.

- An abusive family environment that threatens your health or safety.
- Unable to locate parents.
- Parent is incarcerated or incapacitated.
- Left home because of an abusive family environment.
- Other: _____

The Following Conditions Are Not Considered Unusual Circumstances:

- Parents unwilling to provide data on the FAFSA application or for verification.
- Parents refusing to contribute to the student's education.
- Parents not claiming the students as a dependent for income tax purposes.
- Student demonstrating total self-sufficiency.
- Student who does not wish to communicate with parents.
- Student who has been previously considered independent for the purpose of receiving financial aid but does not meet the current definition as outlined in the 2020-2021 Free Application for Federal Student Aid (FAFSA).
- Student who is divorced at the time of filing and does not meet one of the current definitions of an independent student as outlined in the 2020-20201 FAFSA.

16401 NW 37 Avenue, Miami Gardens, FL 33054 Phone: 305-474-6960 Fax: 305-628-6754

