



## PROFESSIONAL JUDGMENT FORM FOR STUDENT

## STUDENT INFORMATION

AID YEAR: 24/25

LLU ID# or Social Security Number: \_\_\_\_\_

Name: Last \_\_\_\_\_ First \_\_\_\_\_ Middle \_\_\_\_\_

## Please check the school you are attending:

- Allied Health  Dental Hygiene  Dentistry  Medicine  Nursing  Pharmacy  Public Health  
 Interdisciplinary Studies  Religion  Behavioral Health

Marital Status  S  M  W  D Children?:  Yes  No Children's Age(s) \_\_\_\_\_

Expected Graduation Date or Program Completion: (MM/YYYY) \_\_\_\_\_ / \_\_\_\_\_

## PROFESSIONAL JUDGMENT

Our office recognizes that families may experience financial hardships that are not accurately reflected in the information that they provide on the Free Application for Federal Student Aid (FAFSA). Sec. 479A of the Higher Education Act of 1965, as amended, authorizes financial aid administrators to use professional judgment on a case-by-case basis for students with special circumstances that significantly affect a family's ability to contribute to the cost of higher education.

"Professional Judgment" allows a financial aid administrator to adjust a student's financial aid, or need, based on special circumstances. Special circumstances may include, but are not limited to: elementary or secondary school tuition, unusually high medical or dental expenses not covered by insurance, being homeless or a dislocated worker, recent unemployment of a family member, or significant changes to a family's income or assets.

Special circumstances do not include recurring costs that are considered standard living expenses and/or consumer debt.

If you feel that you (and your parent(s) if dependent) have a special financial circumstance that is not accurately portrayed in the financial documentation you are required to submit, you may complete this form to appeal your award/Student Aid Index (SAI).

**Important:** The changes made by the professional judgment committee may or may not increase your financial aid. An aid administrator's decision regarding adjustment is final and cannot be appealed to the Department of Education.

## REQUIRED DOCUMENTATION

**In order to appeal your financial aid, you must submit documentation of your special circumstances. You should complete and return this document with the following documentation:** (Note: You do not need to re-submit verification documents that have already been submitted).

- Student Verification Statement (if independent)
- Dependent Student's Verification Statement (if dependent)
- Submit an IRS Tax Return Transcript for year 2022 and 2023, for you and your parent(s)/step-parent if dependent.  
(Request IRS Tax Return Transcript online at [irs.gov](https://irs.gov) and click on the "Order a Return or Account Transcript" link, or call 1-800-908-9946)
- 2022 and 2023 W-2 Forms, for you and your parent(s)/step-parent if dependent.
- Third Party Documentation
- A letter from the student explaining in detail, the significant change in family income.

Below are circumstances for which a professional judgment might be considered at Loma Linda University with the minimum required documentation. You will be notified if additional documentation is needed.

 1. **Decrease in student's/spouse's income:**

- A statement from the student/spouse indicating the date on which he/she became unemployed and an official notice of termination or dismissal from the employer.
- A statement from the employer indicating a decrease in wage earned and the reason (i.e., reduction in wage, reduction in time, etc.).
- Verification of unemployment benefits or letter denying unemployment benefits.
- Documentation of all earned income from January 1, 2024 to present. Acceptable third-party documentation may include the latest check stub indicating "year-to-date" earnings.
- Documentation of all anticipated income from January 1 through December 31, 2024, both earned and untaxed.

If you have any questions please email [Finaid@llu.edu](mailto:Finaid@llu.edu) or call (909) 558-4509



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REQUIRED DOCUMENTATION CONT.

AID YEAR: 24/25

- 2. Significant medical expenses for student's dependent, not covered by insurance and already paid out of pocket:
- Statement regarding the specific nature of the family member's medical expenses.
- Copy of Schedule A of your federal income tax return if you itemized medical expenses.
- Statements from the doctor, hospital, pharmacy, etc. showing the personal payments made.
3. Death of spouse since filing the FAFSA:
- Copy of death certificate.
4. Elementary/Secondary Educational Expenses:
- A statement indicating the name(s) and age(s) of your children for which you pay elementary/secondary educational costs (such as tuition).
- A letter from the school indicating the amount of tuition you personally paid.
5. Other:
- Any other special circumstance that affect a family's ability to contribute to the cost of higher education that is not previously listed and which you would like to have considered.
- Attach a statement which explains your special circumstance, supporting your request.
- Attach third party documentation which supports your request.

CERTIFICATION

I certify that all the information reported on this form, as well as all supporting documents, is true and accurate to the best of my knowledge. I understand that this information will be used to determine my eligibility for financial aid and that false or misleading information may be cause for termination of aid and repayment of funds received.

Student's Signature: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Mail form to: LLU Office of Financial Aid, 11139 Anderson St., Loma Linda, CA 92350, or Fax to: (909)558-4283

For Office Use Only

- APPROVED
DENIED

Comments: \_\_\_\_\_
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Director/Assistant Director of Financial Aid \_\_\_\_\_ Date \_\_\_\_\_

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