



## PROFESSIONAL JUDGMENT

The professional judgment process is an extensive process that requires a thorough review by the Student Financial Services to determine what, if any changes, may be appropriate based on your FAFSA application. It is a time-sensitive process that includes the following steps:

- If a Professional Judgment request is submitted, the student, **if necessary, may be** institutionally selected for Verification (if not previously selected). Be aware that during the Verification process, corrections to your FAFSA may be required which can result in a change to a student's aid eligibility.
- The file will then be reviewed to determine if all required documentation has been submitted. If additional documentation is required, the student will be notified by email.
- The Student Financial Services will determine if a student's Professional Judgment request meets the criteria to make data element changes to their FAFSA.
- If approved, appropriate changes will be made to the student's FAFSA and submitted to the Department of Education. The Department of Education will then recalculate the Expected Family Contribution (EFC) and the student's eligibility for need-based aid. The student will be notified by email.
- If denied, the student will be notified by email.

In many cases, an adjustment does not increase the student's eligibility for grants or the total amount of aid awarded. The Student Financial Services reserves the right to deny any appeals that would not increase a student's eligibility for aid.

### Special Circumstances

LaGuardia Community College (LAGCC) recognizes that special circumstances may occur after the Free Application for Federal Student Aid (FAFSA) is completed, which may affect a student's eligibility for Federal financial aid. If you, your spouse, or parent(s) have experienced a significant decrease in income since the income used on the FAFSA due to one of the conditions described on this form, you may be eligible for a Special Circumstances.

#### **Reasons for request**

- Change in employment status, income, or assets
- Change in housing status (e.g., homelessness)
- Tuition expenses at an elementary or secondary school
- Medical, dental, or nursing home expenses not covered by insurance
- Child or dependent care expenses
- Severe disability of the student or other member of the student's household
- Other changes or adjustments that impact the student's costs or ability to pay for college

### Unusual Circumstances

Students who do not meet the federal criteria to be considered independent based on the 2023-2024 Free Application for Federal Student Aid (FAFSA) may request a Unusual Circumstances at the Student Financial Services office with supporting documentation for review to determine if unusual circumstances exist for granting an override. Unusual circumstances are reviewed on a case-by-case basis for students with extenuating circumstances and are evaluated each award year.

The following are circumstances that will **NOT** be considered:

- Parent(s) refusal to contribute to the student's education;
- Parent(s) did not claim student on their tax returns;
- Parent(s) unwillingness to provide information on the FAFSA;
- The student demonstrates total financial self-sufficiency.

Please visit Student Financial Services in Room C107 or contact us [Virtually](#) for more information