

# Bluefield State UNIVERSITY Office of Financial Aid

## 2023-2024 Professional Judgment Appeal

Student Name: \_\_\_\_\_

Student ID# \_\_\_\_\_

Parent(s) Name: \_\_\_\_\_

**Bluefield State** recognizes that families experience special circumstances which merit recalculation of their financial aid eligibility based on 2022 information, rather than **2021** income information. Please be advised that all professional judgment appeal decisions are **final**.

Please check [] the box beside the circumstances that apply to your situation and submit the necessary paperwork.

**Separation from employment due to layoff, termination, or disability**

- Letter from employer on company letterhead including last date of employment
- Unemployment benefits determination document
- Signed copy of 2021 Tax Return, W-2's and Schedules 1,2, and 3
- Signed copy of 2022 Tax Return, W-2's and Schedules 1, 2 and 3
- Documentation of year-to-date income (last pay stub, severance pay, SSI benefits, etc.)

**Excessive non-reimbursed medical and/or dental expenses**

- Documentation of non-reimbursed medical and/or dental expenses
- Canceled checks verifying payments made in **2022 and 2023**.
- Copy of Schedule A from 2021 Federal Income Tax Return.

**Loss or reduction of untaxed income source (disability benefits, welfare benefits, child support, worker compensation etc.)**

- Copy of notification of benefits reduction/termination, including the effective date
- Documentation of 2022 or 2023 expected benefits
- Documentation of 2022 or 2023 year-to-date income (taxable and non-taxable)

**Separation or Divorce which occurred after completing FAFSA**

- Copy of court order, final divorce decree or legal separation agreement
- Signed copy of 2021 and 2022 Tax Return, W-2's and Schedules 1,2,and 3.
- Documentation of 2021 year-to-date income or 2022

**Death of a parent (or spouse) which occurred after completing FAFSA**

- Copy of death certificate
- Documentation of 2021 or 2022 year-to-date income (taxable and non-taxable)

**Other unusual circumstances please explain on separate sheet and attach supporting documentation**

**\*REQUIRED**

**HOUSEHOLD SIZE** (Number of people supported by household income) \_\_\_\_\_

**NUMBER IN COLLEGE** \_\_\_\_\_

**Statement of Projected 2023 Income:**

This section asks about income and benefits that you and your family expect to receive between January 1, 2023 and now.

<b>Taxable Income</b>	<b>Income earned from Jan 1, 2023 until now</b>
Father's earnings	\$
Mother's earnings	\$
Student's earnings	\$
Spouse's earnings	\$
<b>Untaxed Income</b>	
Unemployment Compensation Received	\$
Social Security Benefits	\$
Child Support Received	\$
Public Assistance	\$
Other Untaxed Income (workman's compensation, Veteran's benefits, cash support, etc.)	\$

By signing this document I/we certify that the information provided is complete and accurate to the best of my/our knowledge. I/we agree to provide more detailed documentation if required.

\_\_\_\_\_  
Student's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Spouse's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent's Signature (if dependent student)

\_\_\_\_\_  
Date