

# Davis Applied Technology College

## Student Financial Aid – Professional Judgment Policy

**Effective Date: 07/01/12**

President's Council Approval: 4/2/12

Reviewed: 10/20/13

### 1. Purpose

Department of Education authorizes the use of Professional Judgment on a case-by-case basis to address the loss of income or unusual costs related to school attendance.

### 2. References

Application and Verification Guide Chapter 5

### 3. Definitions

FAFSA: Free Application for Federal Student Aid

### 4. Policy

**4.1** Professional Judgment can be used to adjust the data used to calculate the EFC in any of the following circumstances:

- 1.) Loss of Wages (student spouse, or parent)
- 2.) Separation or divorce of parent or student after the application.
- 3.) Death of parent or spouse after the FAFSA was submitted.
- 4.) Loss of one-time income.
- 5.) Excessive Medical Expenses

**4.2** Professional Judgment can be used to adjust the Cost of Attendance when students can demonstrate a cost of education not addressed in the Cost of Attendance Budgets established by the Financial Aid Office. Examples would include costs related to a disability or day care.

**4.3** The Financial Aid Office does not accept professional judgments calculated at other Colleges.

### 5. Procedure

**5.1** Students requesting an adjustment of any of the data elements used to calculate the EFC must provide documentation in writing to a Financial Aid Administrator (FAA). The FAA will document the reduced income and make any necessary corrections to the FAFSA.

**5.2** Students requesting an adjustment to the Cost of Attendance must provide documentation in writing of any costs not addressed in the cost of attendance to a FAA. The FAA will document the costs and make adjustments to the Student's Cost of Attendance.