

NOTE: We may ask for more paperwork once we start reviewing your file. Please check your pathway email for financial aid updates.



Dr. H.A. Miller Student Services Center | **Address:** 417 Schepps Blvd, Clovis, NM 88101 |
Phone: (575)-769-4060 | **Fax:** (575)-769-4190 | **Email:** finaid@clovis.edu

2023-2024 Professional Judgment for Income Adjustment

NO BLANKS – IF INFORMATION IS LEFT UNANSWERED, FORM WILL BE CONSIDERED INCOMPLETE

IMPORTANT INFORMATION:

- **Independent Students** – provide information and documentation regarding your and your spouse (if applicable)
- **Dependent Students** – provide information and documentation regarding you and your parents
- Professional Judgments will not be considered until all documentation is submitted.
- Processing time approximately 30 days from the time all documentation is provided.
- Appeals requested after the deadline will **NOT** be considered until the student provides a valid **2021** Federal Tax Return transcript.

STUDENT INFORMATION

FIRST NAME:	LAST NAME:	STUDENT ID: C
ADDRESS:		
CITY:	STATE:	ZIP CODE:
SS#: XXX-XX-	BIRTH DATE:	
PHONE #:	STUDENT EMAIL: @cccemail.net	

1. Is your current income significantly less than 2021 income? Yes No
2. Have you submitted a 2023-2024 FAFSA? Yes No
3. Have you completed verification paperwork? Yes No

THIS CIRCUMSTANCE APPLIES TO: Student Spouse Parent 1 Parent 2

PLEASE EXPLAIN THE SITUATION:

I certify that all of the information submitted is true and correct to the best of my knowledge.

Student's Signature

Date

Parent's Signature

Date

WARNING: If you purposely give false or misleading information on this worksheet, you may be fined, sentenced to jail, or both.

Ineligible Circumstances include but are not limited to the following:

Car Payments

Consumer Debt

Bankruptcy

Legal Expenses

Lottery or Gambling Winnings (*case by case basis*)

Parent's unwillingness to pay for college

Name: _____

Student ID: _____

You must attach a copy of each of the documents required.

ALL STUDENTS MUST SUBMIT THE FOLLOWING DOCUMENTATION:

DEPENDENT STUDENTS

<u>Date Received</u>	<u>Item</u>
_____	Student's current pay stub (if employed)
_____	Parent 1 current pay stub (if employed)
_____	Parent 2 current pay stub (if employed)
_____	Current Proof of all untaxed income (child support, BAS, etc.)
_____	Selected Paperwork <input type="checkbox"/> Verification Worksheet <input type="checkbox"/> Student's 2021 & 2022 IRS tax return transcript <input type="checkbox"/> Parent's 2021 & 2022 IRS tax return transcript

INDEPENDENT STUDENTS

<u>Date Received</u>	<u>Item</u>
_____	Student's current pay stub (if employed)
_____	Spouse's current pay stub (if employed)
_____	Current Proof of all untaxed income (child support, BAS, etc.)
_____	Selected Paperwork <input type="checkbox"/> Verification Worksheet <input type="checkbox"/> Student's 2021 & 2022 IRS tax return transcript <input type="checkbox"/> Spouse's 2021 & 2022 IRS tax return transcript

REASON FOR INCOME ADJUSTMENT:

In addition to the above documentation, the following documentation is required:

- Loss of Employment** - Student/Spouse/Parent was working during 2021, but is now working fewer hours or is unemployed. The following documentation is required from the unemployed household member:
 - Final Pay Stub from previous employer
 - Letter from previous employer stating last date of employment
 - Benefit or denial letter from Department of Labor

- Loss of Benefits** - Student/Spouse/Parent has lost some or all benefits. The following documentation is required:
 - Final Check Stub or printout of benefit(s) received
 - Letter from agency verifying date and amount of benefit(s) lost

- Deduction of One-Time payment** - Student/Spouse/Parent has received a ONE-TIME PAYMENT (pension, IRA, annuities, gambling winnings, inheritance, settlement...). The following documentation is required:
 - Receipt(s) showing where one-time payment was spent
 - Copy(s) of current bank statement(s)

- Separation or Divorce** – Student/Parent was married when the FAFSA was filed, but has now separated or divorced. The following documentation is required:
 - Court documentation verifying legal separation or divorce

Other _____

FOR OFFICE USE ONLY:

- File Complete**
- Denied: _____ / _____ / _____.
- Approved: _____ / _____ / _____.
 - Corrections Sent: _____ / _____ / _____.
 - Corrections Received: _____ / _____ / _____.
 - Letter sent: _____ / _____ / _____.

Received Date Stamp: