

REQUEST FOR PROFESSIONAL JUDGMENT DUE TO REDUCTION OF INCOME

If you are requesting a professional judgment due to a reduction of income, please thoroughly read and submit the following documentation. You must provide a written statement explaining why you want a professional judgment consideration. Include in that statement the cause of your reduction or loss of income, and estimated income for the current year.

Requested Documentation

- ❶ FOR ESTIMATED INCOME: Signed statement from student or parents including reason for reduction, lay-off notice, final paycheck stub, statement from state agencies regarding unemployment, disability or JTPA (for claims of dislocated worker status).
- ❷ FOR NON-RECURRING INCOME: Federal tax forms, account statements showing that funds received were saved, rolled over, or spent on unusual expenses.
- ❸ Receipts of medical or dental expenses paid.
- ❹ Any other information that YOU believe supports your request for professional judgment.

When you have collected the information listed above, please submit your completed package to the Financial Aid Office. Please allow two weeks to review your request.



The information which you supply can be checked by the school, the State of Illinois, and the U. S. Department of Education.