



THE GOLD STANDARD

United States Sports Academy
Office of Financial Aid

2023-2024 Professional Judgement Request

Student's Name: _____ Student ID# _____

Phone Number: _____

Email Address: _____

Have you requested a professional judgment in a prior academic year? ___ Yes ___ No

If yes, please indicate academic year you had a professional judgment review _____

Special or unusual circumstances may exist that impact the financial resources a student and his/her family have set aside to pay the expenses of attending an institution of higher education. These circumstances may be difficult to explain on the 2023-2024 Free Application for Federal Student Aid (FAFSA) or may occur after the FAFSA has been processed.

A Professional Judgment will not be considered until all required documents are provided. All applicants MUST include the following.

1. A completed and signed Professional Judgment Appeal Request.
2. A signed letter explaining your circumstances and the reason for the appeal.
3. 2020 Tax Return Transcripts from all persons unless the IRS data retrieval tool was used on the 2022-2023 FAFSA application or the Financial Aid Office already has a copy.
4. All W-2's for 2020 for all persons listed on the 2022-2023 FAFSA.
5. 2023-2024 Verification worksheet, unless already on file with the Office of Financial Aid.
6. Additional documentation maybe required. Please refer to the chart below for specific required documents. Please see page 2 for additional required documentation.

Check the box below that best describes your situation and submit the required forms and documentation relevant for your reason.

Select a Box	Reason for Appeal	Additional Required Documents
<input type="checkbox"/>	A significant reduction in student/spouse or parent's income in 2022, 2023 and/or 2024 (At least 3 months consecutive unemployment/ significant change in income)	<ul style="list-style-type: none">✓ 2021 and 2022 Tax Transcripts or Tax Return✓ Verification Worksheet✓ 2021 and 2022 W-2's (All persons)✓ Most recent 2023 pay stubs for all jobs (no older than 2 weeks from the date of submission)
<input type="checkbox"/>	Separation/ Divorce after 2023-2024 FAFSA was filed.	<ul style="list-style-type: none">✓ Proof of Legal Separation/ Divorce✓ Verification Worksheet✓ 2021 and 2022 W-2's (All persons)✓ 2021 and 2022 Tax Transcripts or Tax Return



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<input type="checkbox"/>	Death of Parent/ Spouse after the 2023-2024 FAFSA was filed.	<ul style="list-style-type: none">✓ Copy of Death Certificate/ Obituary✓ Verification Worksheet✓ 2021 and 2022 W-2's (All persons)✓ 2021 and 2022 Tax Transcripts or Tax Return
<input type="checkbox"/>	High Medical expenses paid during 2021 and 2022	<ul style="list-style-type: none">✓ Copies of medical bills/ receipts with dates of service.✓ Verification Worksheet✓ 2021 and 2022 W-2's (All persons)✓ 2021 and 2022 Tax Transcripts or Tax Return
<input type="checkbox"/>	Other Extenuating Circumstance(s)	<ul style="list-style-type: none">✓ Any relevant and supporting documentation✓ Verification Worksheet✓ 2021 and 2022 W-2's (All persons)✓ 2021 and 2022 Tax Transcripts or Tax Return

Created: 06/2020, Professional Judgement

2023 Estimated Income Form

Please provide the following:

- ✓ The most recent year-to-date pay stubs for all parties. (All paystubs must be current within 2-weeks from the date of submission)
- ✓ A letter from the employer documenting the last day of employment. (If Applicable)
- ✓ A statement of severance payments or benefits from employer. (If Applicable)
- ✓ A statement of unemployment benefits. (If applicable)
- ✓ Please fill out the form below for estimated income for the calendar year of 2023. If you will not receive income in a certain category, please put **ZERO** in the box.

Estimated Income for 2023 Calendar Year	Student	Spouse/ Parent 1	Parent 2
Source of Taxable Income			
Gross earnings from work	\$	\$	\$
Severance Pay	\$	\$	\$
Gross unemployment compensation	\$	\$	\$
Business Income	\$	\$	\$
Rental income	\$	\$	\$



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Taxable Pension/ Annuity income	\$	\$	\$
Farm/ Ranch income	\$	\$	\$
IRA/ Retirement income	\$	\$	\$
Alimony Received	\$	\$	\$
Any other Taxed Income	\$	\$	\$
Sources of Untaxed Income			
Social Security / Disability Benefits	\$	\$	\$
Workers Compensation	\$	\$	\$
Child support received for all children in household	\$	\$	\$
Housing/ Food allowances paid to you	\$	\$	\$
Veteran non - educational benefits	\$	\$	\$
Other untaxed income	\$	\$	\$

Created: 06/2020, Professional Judgement

Professional Judgment Request Checklist

Name: _____ Student ID# _____

Please check to ensure the following items are included:



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- ☐ A fully completed Professional Judgement Request Form.
- ☐ A signed letter describing the circumstance(s) and reason(s) for the appeal.
- ☐ 2020, 2021 and 2022 W-2's for all persons.
- ☐ 2020, 2021 and 2022 Tax transcripts/ Returns for all persons. (Unless IRS Data Retrieval was used or the Office of Financial Aid already has a copy).
- ☐ 2023-2024 Verification Worksheet (Unless the Office of Financial Aid already has a copy).
- ☐ All paystubs for 2023 including current jobs (no paystubs older than 2-weeks from the date of submission for current employed jobs).
- ☐ Letter from employer documenting last day of employment (if applicable).
- ☐ Statement of Severance Benefits (if applicable).
- ☐ Statement of Unemployment Benefits (if applicable).

The decision made by the Financial Aid Office is **final**. This form will be reviewed once all documents are received. Do not depend on a professional judgment decision for financial arrangements for the current semester.

I/we certify that the information provided on this document is true and accurate to the best of my/our knowledge. I/we promise to notify the Office of Financial Aid if any of the above information changes following submission of this document. I/we understand that any recalculation adjustments made by the Financial Aid Office may not result in an increase in Federal financial aid eligibility.

Student's Signature: _____ Date: _____

Parent's Signature: _____ Date: _____
(If Applicable)