
PROFESSIONAL JUDGMENT APPEAL REQUEST FORM

Student Information:

Last and First Name _____ Last 4 Digits of SSN _____

Postal Address _____

Phone Number _____ Cellphone Number _____

Email _____

Please fully read before completing.

You are requesting an appeal for your Professional Judgment request to receive Title IV funds. You must complete this appeal request form and submit it to a Financial Aid Officer at your campus. Your request will be evaluated by the Financial Aid Institutional Director. Once your appeal request has been evaluated, you will be notified in writing of the decision. **The determination is final and cannot be appealed to the U.S. Department of Education.**

Required Documents:

- I. **Professional Judgment Appeal Request Form 2019-2020** – Properly completed and signed.
 - a. **Student Certification** – This certification must provide additional details, which were not mentioned in the original certification that can help justify the situation.
 - i. **Evidence** – You should include additional evidence which was not presented in the original certification to help justify the situation.
 - b. **Additional Certification** – This certification must include additional details, provided by another person (parent or professional), which were not mentioned in the original certification that can help justify the situation.

