

Davis Technical College

Student Financial Aid – Professional Judgment Policy

Effective Date: 27 June 2022

1. Purpose

- 1.1. This policy is established in compliance with federal regulations to promote institutional integrity in the administration of federal financial aid programs. Specifically, this policy addresses the institutional authority to use professional judgment on a case-by-case basis to address dependency override, marital status change, or loss of income.

2. References

- 2.1. Federal Student Aid Application and Verification Guide
- 2.2. Davis Technical College Financial Aid Verification and C-Code Resolution Policy

3. Definitions

- 3.1. **Expected Family Contribution (EFC):** the index that the Department of Education calculates, based on the FAFSA data, that is used to determine eligibility for need based aid.
- 3.2. **Free Application for Federal Student Aid (FAFSA):** The application by which the US Department of Education determines a student's eligibility for federal financial aid.

4. Policy

- 4.1. **Professional Judgements Appeal:** in most cases a student must initiate an appeal with the financial aid office. If after meeting with the student, it is determined that an appeal is appropriate, the financial aid office will add the appropriate tasks (requests for documentation) for the student to complete in Student Forms.
- 4.2. **Marital Status Update:** a dependent student who is married after filing the FAFSA may request an appeal to have their marital status updated on the FAFSA. Students must demonstrate that updating their marital status is a more accurate reflection of their ability to pay for their education related costs.
- 4.3. **Dependency Override:** a dependent student who does not have contact with parents or cannot contact their parents may request to have their dependency status changed to independent on the FAFSA. Students must demonstrate that their situation is extenuating and provide documentation to support their circumstances.
- 4.4. **Family Contribution Appeal:** 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 submission of application
3. Change in household size
4. Death of parent or spouse after submission of application
5. Loss of one-time income
6. Excessive medical expenses, as determined by federal regulations

4.5. The Financial Aid Office does not accept professional judgments approved at other colleges.

5. Procedure

5.1. Students requesting an appeal must provide the requested documentation through their account in Student Forms. The financial aid office will review the documentation and make a determination on whether to approve the appeal. Any necessary adjustments to the FAFSA will be made in Student Forms.

5.2. Students will be notified of the outcome once their appeal has been reviewed by the financial aid office. If an appeal is denied a student may re-appeal if they have new or additional information.

6. Approvals and Notes

Revised: 27 June 2022

Revised: 26 July 2018

Reviewed: 20 October 2013

Effective Date: 01 July 2012

President's Council Approval: 02 April 2012