2022-2023 PROFESSIONAL JUDGMENT APPEAL (PJ)
(NON-COVID related)

Student Name _____ Student T#: _____

By signing and submitting this form, you are requesting a Professional Judgment (PJ) for the 2022-2023 FAFSA due to a lay-off, loss of job, or loss of income that occurred for the student and/or a parent. This form requires the student's signature and the person affected (if other than the student).

NOTE: a request to review changes beyond calendar year 2020 may not be considered prior to the 2021 Tax Return being available
*****Additional documentation could be required upon receipt of the information indicated below*****

Please choose the person's income affected:

_____ **STUDENT** _____ **SPOUSE** (*if applicable*) _____ **PARENT(s)** of the dependent student

Please choose what circumstances affected the person checked above and the calendar year affected:

****Please contact the Financial Aid Office if you have circumstances to be considered that are not listed here ****

☐ Lay-off ☐ Business closed ☐ Loss of income other than wages ☐ Death of parent/spouse

☐ Calendar Year 2021 ☐ Calendar Year 2022

1. A student/parent (spouse) had a loss of income (lay-off, business closed, change of job, other) in 2021 or 2022:

- **If** the affected person's income on their 2021 Tax Return is **LESS** than in 2020, submit a SIGNED copy of their 2021 Tax Return with schedules and copies of all W2 forms, 1099s, etc. *or a complete 2020 Tax Return Transcript from the IRS*.... **or**
- **If** the change of income occurred in 2022, proof of year-to-date income for the affected person: ex. copy of unemployment being received, copy of last pay stub showing year-to-date earnings... **AND** ...an explanation of income expected to be received for the rest of 2022 along with the date he/she became unemployed (**NOTE: ***it may be necessary to wait until the 2022 tax return has been completed).***...**or**
- **If** loss of income other than wages, include a detailed explanation of the income included on the FAFSA that is no longer received (Ex. child support, alimony, etc.), and when, why and the amount that is no longer being received.
- **And...if requested,** download from Eagle Online, complete and sign the 2022-2023 Verification Worksheet, based on the student's dependency status on the FAFSA.

2. The death of a parent or spouse in calendar year 2020, 2021 or after.

- A copy of the death certificate or obituary including the student's name and relationship... and
- A SIGNED copy of their 2020 Tax Return with schedules and copies of all W2 forms, 1099s, etc., *or a complete 2020 Tax Return Transcript from the IRS* **...AND...** a SIGNED copy of their 2021 tax return information **IF** the death occurred after calendar year 2020.
- **And... if requested,** download from Eagle Online, complete and sign the 2022-2023 Verification Worksheet, based on the student's dependency status on the FAFSA.

_____ _____

Student Signature Parent (or Student's Spouse) signature

Documents may be scanned and emailed to financialaid@tntech.edu, faxed to 931-372-6309
OR Mailed to: Tennessee Tech Financial Aid Office, Campus Box 5076, Cookeville, TN 38505