

FRCC Financial Aid Office recognizes that the Free Application for Student Aid (FAFSA) may not always portray a clear picture of your current financial situation. If the FAFSA does not adequately reflect your current household situation or your financial circumstances have changed since you submitted the FAFSA, the Professional Judgment review can allow for an additional review of your family's financial circumstances.

Circumstances that can be considered for a reevaluation could include:

- Loss of employment
- Loss or Reduction of income
- Separation or divorce
- Death of a parent or spouse
- One-Time Disbursement of Funds
- High unreimbursed medical and/or dental expense

To Start:

- Complete the 2017-2018 FAFSA online at www.fafsa.gov using 2015 tax information.
- Once FRCC has this information, we will work to award you financial aid based on the 2015 figures provided.
 - Please note that some students get selected for verification by the Department of Education when they submit their FAFSA.
 - Verification requirements (or any other requirements) will need to be **resolved first** before awarding can take place—which can result in needing to submit additional paperwork.
- **For income adjustments:** https://fronrange.formstack.com/forms/professional_judgment_1718income
- **Death, divorce, one-time disbursement, high medical expenses or other considerations:**
https://fronrange.formstack.com/forms/professional_judgment_1718other
- The electronic form will ask a series of questions about the family circumstances and the option to upload documentation is available.
 - We encourage you to collect documentation ahead of time and be prepared to upload to the form
 - Or email the documentation to our office askfa@fronrange.edu or drop off in person
 - Submitting documentation within 5 business days submission is expected to avoid delays

Reminders:

- There is no guarantee that a Professional Judgment review will be approved or will result in new or additional types of funding
- Professional Judgments are reviewed once a week; we anticipate 3 weeks (from the time of a complete submission) before a decision can be made
- It is possible that additional documentation will be requested or required as part of this process
- We encourage all documentation to be uploaded directly to the form or provided to the office within 5 business days of submitting the form; any additional delays will result in longer processing times
- Any updates or requests for additional information will be sent via email to the student's CCCS email account (accessible through eWOLF)
- Status updates or decisions notifications will be sent via email to the student's CCCS email account (accessible through eWOLF)

Boulder County Campus

2190 Miller Drive
Longmont, CO 80501
P: (303) 678-3696
F: (303) 678-3693

Larimer Campus

4616 South Shields
Fort Collins, CO 80526
P: (970) 204-8376
F: (970) 204-8445

Westminster Campus

3645 W. 112th Avenue
Westminster, CO 80031
P: (303) 404-5250
F: (303) 439-9454

Circumstances for Professional Judgment and Initial Documentation Requested:

Family is no longer working (Loss job, stopped working, laid off, etc.)

- Documentation of unemployment claim and unemployment year-to-date if receiving unemployment in 2017.
- Documentation of severance pay from employer (if applicable).
- Documentation of any other money received into household in 2017 (not already reported)
- Documentation of any other funds that should be excluded from calculation that are no longer being received in 2017

Reduction of Income (Still working but less hours or less pay)

- Documentation of unemployment received in 2017 (if applicable)
 - Unemployment Claim and Unemployment year-to-date
- Documentation of severance pay from employer (if applicable).
- Most recent pay stub of position at current job
- Estimate of 2017 yearly earnings
- Documentation of any other money received into household in 2017 (not already reported)
- Documentation of any other funds that should be excluded from calculation that are no longer being received

One Time Disbursement

- Documentation of how much money was received
 - Legal documentation is preferred but all documentation/deposits will be accepted
 - Examples: Copies of checks, receipts or documentation of deposits
- Documentation from investment firm or bank about money rolled over to another account (if applicable)

Death

- Copy of death certificate for person who is deceased
- Copy of 2015 W2(s) to help separate out income of survivor and deceased person
- Documentation of any other money received into household in 2017 (not already reported)
- Documentation of any other funds that should be excluded from calculation that are no longer being received

Divorce

- Copy of divorce decree or documentation of legal separation
- Copy of W2(s) for 2015 to help separate out income
 - W2 for both persons from divorce are requested to ensure all income is accounted for
- Documentation of any other money received into household in 2017 (not already reported)
- Documentation of any other funds that should be excluded from calculation that are no longer being received

High Medical Expenses

- Documentation (such as receipts or bills) to demonstrate medical expenses that **were paid** in 2015, 2016, 2017
- Total amount of medical expenses must be **at least 11%** of the 2015 Adjusted Gross Income Reported on FAFSA

Updated 06/2017

Boulder County Campus

2190 Miller Drive
Longmont, CO 80501
P: (303) 678-3696
F: (303) 678-3693

Larimer Campus

4616 South Shields
Fort Collins, CO 80526
P: (970) 204-8376
F: (970) 204-8445

Westminster Campus

3645 W. 112th Avenue
Westminster, CO 80031
P: (303) 404-5250
F: (303) 439-9454