

2026–2027 DEPENDENT PROFESSIONAL JUDGMENT INFORMATION SHEET

INFORMATION

This application is a request for a review of special circumstances that you believe may change your 2026–2027 financial aid eligibility.

Professional Judgment (PJ) refers to the school’s authority to make adjustments to FAFSA data elements (information reported on the FAFSA) based on more current information in order for the Department of Education to recalculate the Student Aid Index (SAI). The SAI is the FAFSA-generated number that the school uses to determine a student’s eligibility for need based financial aid. **UNCG does NOT have the authority to make direct adjustments to the SAI and can only change data elements on the FAFSA that *may* change the SAI.**

For example, if the parent(s) earned less in 2025 than in 2024 (the tax year on the FAFSA), the PJ process would allow our office to replace the 2024 tax/income information on the 2026–2027 FAFSA with 2025 tax/income.

The PJ review process usually takes around **2 weeks** once all needed documentation is received. The [Financial Aid Document Uploader](#) is the preferred method for submitting PJ application materials.

If the committee reviewing your application requires further information, the student’s financial aid requirements will be updated in their UNCGenie account and an email will be sent to the student’s UNCG email address.

PLEASE NOTE

- ⇒ Even if the PJ Process results in a lower SAI, the changes may not be enough to generate eligibility for need-based financial aid or an increase in the financial aid award; an approved PJ does **NOT** guarantee any change to aid.
- ⇒ If additional information is needed, the estimated review timeline resets to 2 weeks. Please review the required materials to ensure you are submitting the needed documents.
- ⇒ **We cannot** make PJ changes based on merit, only to information that is already reported on the FAFSA.
- ⇒ Submitting a PJ does **NOT** extend payment deadlines; you must pay your semester bill on time to avoid cancellation of your classes.
- ⇒ PJs submitted prior to the start of the academic year take around **8 weeks** to process due to increased workload and responsibilities.
- ⇒ A denial does not mean that the UNCG Office of Financial Aid and Scholarships disbelieves a situation, only that no helpful change could be made using the information provided OR that the information could not replace any of the answers on the FAFSA.
- ⇒ Incomplete/inactive PJs will be cancelled after 45 days of inactivity (sooner if the student is no longer actively enrolled for 2026–2027).

REQUIRED MATERIALS (ALL PJs)

ALL Professional Judgment Applications need:

- ◆ **Professional Judgment Application Form** with *handwritten* signatures— 2nd page of this form,
- ◆ **Detailed letter of explanation** addressing your situation with *handwritten* signature— may use 3rd page of form
- ◆ Copy of most recent (2025 or 2026) **IRS Return Transcript(s)** (<https://www.irs.gov/individuals/get-transcript>)
- ◆ Copies of most recent 2026 **paystub(s)** for ALL jobs worked that year

Depending on the information received and your situation, additional documentation may be requested from you beyond the materials listed here.

MAY BE REQUIRED (situation specific)

If you and/or your parent(s) had a total **loss of employment**, we will need:

- ⇒ A copy of your/your parent’s dated loss of employment letter and any documentation regarding severance pay, and
- ⇒ A copy of your/your parent’s final paystub

If your parents are now separated or divorced, we will need:

- ⇒ A copy of your parents’ Separation or Divorce Decree

If your Parent has passed away, please submit:

- ⇒ A copy of their Death Certificate or Obituary
- ⇒ If your parents filed taxes jointly in 2024, please also submit a copy of your other parent’s [2024 Wage and Income transcript](#)

2026-2027 DEPENDENT PROFESSIONAL JUDGMENT APPLICATION

Student Name _____ Student ID _____
Last First MI

REQUIRED MATERIALS CHECKLIST

Detailed letter of explanation addressing your situation with *handwritten** signature

Professional Judgment Application Form with *handwritten** signature(s)

Copy of **most recent (2025 or 2026) IRS Return Transcript(s)** (<https://www.irs.gov/individuals/get-transcript>)

Copies of **most recent 2026 paystub(s)** for ALL jobs worked that year

*Signatures in pen, drawn via touchscreen, or by other digital stylus tools are usable. We **cannot** process font names as signatures.

COMPLETE IF ANY OF THESE APPLY

<input type="checkbox"/> You and/or your parent(s) had a total loss of employment →	Name of Person Unemployed: _____ Relation to Student: _____ Date Unemployment Began: _____ <input type="checkbox"/> Loss of Employment Letter
<input type="checkbox"/> Since filing the FAFSA your parents separated/divorced →	Date of Separation/Divorce: _____ <input type="checkbox"/> Copy of Court Documented Separation/Divorce Decree
<input type="checkbox"/> Since filing the FAFSA your parent has passed away →	<input type="checkbox"/> Copy of Parent's Death Certificate or Obituary

ESTIMATED EXPECTED 2026 INCOME

Complete this section to the best of your ability to predict your income in 2026.		
Parent 1 – Estimated 2026 Income	Parent 2 – Estimated 2026 Income	Student – Estimated 2026 Income
\$ _____	\$ _____	\$ _____

Please submit this form and all of your supporting documents through the [Financial Aid Document Uploader](#), accessible via your UNCGenie account.

SIGNATURE AND CERTIFICATION STATEMENT

By signing this form, I certify under penalty of perjury that the information I have reported to qualify for federal student aid is complete and accurate. I understand that purposely giving false or misleading information is a federal offense that can result in fines and/or incarceration.

I also understand that:

- **Additional information may be required** if this form is incomplete; if documentation is missing, unclear, or insufficient; or if additional questions arise based on the information provided.
- **It may take two weeks or longer** for information to be processed, and for UNCGenie to reflect changes in student's requirements status. This timeline resets if additional documentation is required.
- **It is my (the student's) responsibility** to check my UNCG email address and UNCGenie for updates and to submit any additional information/documentation that is needed.
- This is an application request for a recalculation of the student's financial aid eligibility based on changes not reflected in the information already on the 2026-2027 FAFSA. An approved PJ is **not** guaranteed to change my (the student's) financial aid award— that is dependent upon whether the updated SAI impacts eligibility for other federal and/or state funding.

Student's Signature: _____ Date: _____
Must Be Handwritten *Sign in Ink or with a Stylus

Parent's Signature: _____ Date: _____
Must Be Handwritten *Sign in Ink or with a Stylus

