

2026–2027 INDEPENDENT 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 student 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* signature(s)— 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 spouse (if applicable) had a total **loss of employment**, we will need:

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

If you are now separated or divorced from your spouse, we will need:

- ⇒ A copy of your Separation or Divorce Decree

If your Spouse (if applicable) has passed away, please submit:

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

