

Addendum to the 2023-2024 Catalog

After Career and Technical Education Student Financial Aid Program on page 14:

Professional Judgement

Eligibility for federal student aid is determined by the FAFSA which currently uses financial information from two years prior to estimate a household's estimated financial contribution. LTC recognizes that households can experience significant changes to their financial situation or other special circumstances that affect the information reported on the FAFSA. When these situations occur, it is possible to re-evaluate a student's aid eligibility based on their current circumstances through the Professional Judgement (PJ) process.

Pursuant to Section 479A and 480(d)(7) of the Higher Education Act of 1965, financial aid administrators have the authority to exercise discretion in a number of areas when an eligible student has *special* or *unusual circumstances* through PJ.

There must be a **significant change** in order to be considered for Professional Judgement. All PJ applications are **required** to have a detailed letter of explanation and ample supporting documentation to provide evidence of the extenuating circumstance. Incomplete submissions will delay the process until all requested documents have been received.

PJ decisions are made on a case-by-case basis and the financial aid committee's decision is final and cannot be appealed. Please contact the LTC Financial Aid office to discuss the process and request an application for professional judgement.

08/21/23