



Financial Aid Office • 901 S Haverhill Road • El Dorado, KS 67042

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Email: finaid@butlercc.edu

Submit your documents securely at <https://butlercc.edu/fa-upload>

Web Site: www.butlercc.edu/financial-aid

2 PJI

Butler Student
ID Number:

Student Last Name _____ First Name _____ M.I. _____ Example: @00111111 or Z00011111

2023-2024 Professional Judgment (PJ)

Financial aid administrators have the authority to take into consideration unique family circumstances not reflected on the application for Federal Student Aid. Adjustments made to the family contribution or to the cost of education are on an individual student basis.

No PJ's will be processed once classes have ceased for that aid year or after student has ceased enrollment. PJ's will not be reviewed until original file is verified, if selected **processing a PJ may unsatisfy your file.**

The following is a list of circumstances that a financial aid administrator may utilize for the use of PJ's.

- ❖ Unemployment or reduced employment of the student, spouse, or parent
- ❖ Loss or reduction of an untaxed income or benefit
- ❖ Disability of a student, a spouse, or a parent
- ❖ Lump sum settlement or distribution received in base year
- ❖ Excessive medical/dental expenses paid from
- ❖ Divorce or separation of a dependent student's parent or death of an independent student's spouse
- ❖ Natural disaster – such as tornado or flood, etc.

Required Documentation for change in income:

- Copy of your and/or spouse's pay stub from current job with year-to-date earnings
- Unemployment Insurance Determination Letter (dated within last 3 months) or printout from State website
- Copy of Parent/Step-Parent's pay stub from current job with year-to-date earnings
- Copy of 1099 for settlement/distribution and statement in regards to what it was spent on
- Copy of 2021 tax return and W-2s/1099s/etc.
- Copy of any sources of current income not shown on paystub

Must be Completed by Student – Please Describe Statement of Circumstances:

Student Signature - **typed signatures not accepted** _____ Student Telephone Number _____ Cell Phone _____ Date _____

Parent/Step-Parent Signature (If required on FAFSA) - **typed signatures not accepted** _____ Date _____

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(For Office Use _____ Only)

Recalculated EFC or cost of attendance: _____

Financial Aid Official Signature/Title _____ Date _____