

Special Circumstances

If you experience changes in your life that significantly impact your eligibility for financial aid, you should **AU Financial Aid Office**. We will help you determine what the best course of action to take is.

Professional Judgment

A financial aid administrator may exercise professional judgment to assist students who have extenuating circumstances which warrant a reevaluation of their eligibility for financial aid.

Involuntary loss of employment (e.g. termination, lay off) of student, spouse or parent

- Official statement of unemployment compensation listing benefits received/to be received. (Wage Transcript and Determination).
- Letter of termination and/or last two paycheck stubs

Reduction or loss of untaxed income or benefits (e.g. unemployment compensation, social

- Official statement from agency (SSI, unemployment, etc.) reflecting reduction/cancellation and benefits paid to date.

Divorce or separation of student or parent

- Divorce decree
- If parents are divorced, please provide notice of which parent you will be residing with and attach proof of claim (i.e., telephone bill, driver license for you and parent).

Death of parent or spouse

- Copy of death certificate(s).

Extraordinary medical expenses paid by student, spouse or parent not covered by insurance

- Copy of IRS Schedule A
- Medical/dental receipts of payments, cancelled checks or payroll check stubs of health insurance premiums paid in 2022 and/or 2023. (Extraordinary medical expenses must exceed 11% of the adjusted gross income and not be claimed as a deduction on income taxes.)

The following conditions **would not** warrant a reevaluation of the financial need.

- Bankruptcy, foreclosures or collection costs associated with outstanding debt.
- Consumer debt (credit cards, car payments, loans, etc.)
- Payments on back taxes owed to the IRS.

- Lottery or gambling winnings or losses.
- One-time income used for non-life essential items.

A request for professional judgment form must be completed and submitted along with all documents required for your extenuating circumstance.

To request professional judgment, find the form for the correct year under [Student Financial Forms.](#)