

---

## 2011-2012 Professional Judgment Request (Dependent Students)

Name: \_\_\_\_\_ Social Security # or Student ID: \_\_\_\_\_

Phone: \_\_\_\_\_ Email address: \_\_\_\_\_

Please check the categories that apply to your request:

- A. Recently unemployed                       D. Loss of Income or Benefits  
 B. Separated or Divorced                       E. Received one-time income in 2010  
 C. Death of Spouse/Parent                       F. Other changed in Income.

1. Submit a copy of your and your parents **2010 Federal Income Tax forms**, along with a **Dependent Verification Worksheet**.
2. Give a written reason for the request on this form **in the section below**.
3. If you or a parent are now unemployed, you must submit a **letter** on company letterhead stating the exact **date of termination**. If they are receiving unemployment benefits, you must submit an unemployment payment history statement. This form can be obtained from the **Employment Security Commission**.
4. If you are requesting a special condition due to high medical bills, you must submit a copy of each bill your parents have paid out of pocket (and not bills that insurance has paid). This can include gas for trips to the doctor, medicine or equipment.
5. In the case of the death of a spouse or parent, please provide a copy of the Death Certificate.

**Please return this form and attach ALL required documentation to the Richmond Community College Financial Aid Office. Your application cannot be reviewed until all documentation is received.**

**Please explain the special circumstances that you and your parents have that might affect your need for student financial aid.**

I certify that the information provided is accurate and agree to provide additional information if it is requested. I understand that it may be used to override federal regulations. I understand that if I purposely give false or misleading information in connection with my application for federal aid, I may be subject to a fine of up to \$20,000, sent to prison or both.

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent Signature

\_\_\_\_\_  
Date

OFFICE USE ONLY