

Mt. San Antonio College  
Financial Aid Office  
**PROFESSIONAL JUDGMENT REQUEST: CHANGE IN INCOME (Dependent)**  
**2007-08**

Federal Regulations authorize financial aid administrators to adjust the data elements used to calculate the Expected Family Contribution (EFC) on a case-by-case basis. Once a FAFSA has been processed by the Department of Education, requests for Change in Income will be reviewed. For adjustments to income processed after January 1, 2008 students will be asked to provide 2007 tax forms and/or W-2 statements.

**To expedite your request, ask to speak to the Financial Aid Specialist on duty.  
A Specialist is available Monday – Thursday, 8:00 am – 5:30 pm, and Friday, 8:00 am – 4:00 pm.**

Student Name: \_\_\_\_\_

Mt. SAC ID#: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Day Phone: \_\_\_\_\_ Evening Phone: \_\_\_\_\_

**1. Please check the reason you are requesting an income adjustment and attach documentation. Note that the Mt. SAC Financial Aid Office reserves the right to request additional documentation. Incomplete submissions will not be considered. Make sure your name and Mt. SAC ID number are clearly marked on all attachments.**

- Loss of parent income from work due to layoff, closing of business, termination, or reduction in employment hours to attend school.** *Documentation needed:*
  - Completed Change in Income Worksheet (see back side of this form)
  - Signed copy of 2006 federal tax return including all schedules and W2 statements (if you submitted a signed copy of your 2006 federal tax return previously, you do not need to resubmit them)
  - Letter from previous employer documenting effective dates and severance, vacation, personal and sick leave pay out,
  - Copy of last pay stub from previous job,
  - Letter from unemployment office documenting effective dates and benefits received, and
  - Copy of most recent pay stub from current job.
  
- Loss of unemployment compensation.** *Documentation needed:* Completed Change in Income Worksheet (see back side of this form) and letter from unemployment office stating start/end dates and benefit amount.
  
- Loss of Social Security benefits.** *Documentation needed:* Completed Change in Income Worksheet (see back side of this form) and letter from the Social Security Administration stating start/end dates and benefit amount.
  
- Loss of child support.** *Documentation needed:* Completed Change in Income Worksheet (see back side of this form) and letter or court document stating start/end dates and amount.
  
- Loss of Worker's Compensation benefits.** *Documentation needed:* Completed Change in Income Worksheet (see back side of this form) and letter from Bureau of Worker's Compensation stating start/end dates and benefit amount.
  
- Death, divorce or separation has occurred since the Free Application for Federal Student Aid (FAFSA) was filed.** *Documentation needed:* Completed Change in Income Worksheet (see back side of this form) and copy of death certificate or signed statement of divorce/separation.
  
- A one-time, nonrecurring income was received during 2006 the disposition of which can be documented.** *Documentation needed:* Information identifying the source of income, how funds were spent, and the amount of remaining funds, if any.
  
- Other:** \_\_\_\_\_

Do you or your parents have money in a savings or other account from which you will pay your monthly expenses?

Yes  No

If Yes, what is the source, type of account, and the total current amount (balance)? \_\_\_\_\_

**CHANGE IN INCOME WORKSHEET**

Please provide the projected monthly income for 2007 for you and your parents below. List the expected amount and source of income for each month. Be sure to include income from all sources, i.e.: unemployment, wages, salaries, Social Security benefits, TANF, child support, disability, personal loan, family help, and any other financial help.

Month	2007 Projections Student Amount	2007 Projections Student Source	2007 Projections Father Amount	2007 Projections Father Source	2007 Projections Mother Amount	2007 Projections Mother Source
January 2007						
February 2007						
March 2007						
April 2007						
May 2007						
June 2007						
July 2007						
August 2007						
September 2007						
October 2007						
November 2007						
December 2007						

2. **Certification statement:** I am requesting to have my circumstances reviewed. By signing this form, I certify that the information provided on this form is truthful and accurate. If I am asked, I agree to give proof that my information is correct. If I provide false or misleading information, I understand that I may be fined \$10,000, sent to prison, or both. I understand that the Financial Aid Office reserves the right to request additional information. I will notify the Mt. SAC Financial Aid Office if circumstances change.

\_\_\_\_\_  
Student's signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent's signature

\_\_\_\_\_  
Date

**For Financial Aid Office Use Only**

**Professional Judgment to use projected year income?**       Yes  No

If Yes, projected year income calculated as follows:

\_\_\_\_\_  
\_\_\_\_\_ Total \$ \_\_\_\_\_

Comments: \_\_\_\_\_

FAO: \_\_\_\_\_

Date: \_\_\_\_\_

Trans #: \_\_\_\_\_

New EFC: \_\_\_\_\_

Old EFC: \_\_\_\_\_