2018-19 Cost of Attendance (COA) Adjustment Request

I, __________________________, student ID # __________________________, have an extenuating circumstance and am requesting consideration of an adjustment to the standard cost of attendance used to determine my eligibility for financial aid. I have included a detailed explanation of my circumstance along with supporting documentation to substantiate the request for an adjustment to the standard cost of attendance allowed.

<table>
<thead>
<tr>
<th>I am requesting consideration of an adjustment to the standard COA component/allowance used to determine my eligibility for financial aid</th>
<th>Guidelines and examples of documentation needed for consideration of an adjustment to the standard COA component/allowance:</th>
<th>Detailed explanation of extenuating</th>
<th>Supporting documentation to substantiate</th>
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</table>
| I pay more than the standard allowance for my required tuition & fees. | • Fixed tuition costs are already reflected. Tuition adjustments are only applicable to students paying an hourly rate.  
• The General Student Fee and 2 lab fees are already included. Late fees, replacement fees, optional fees, and parking tickets will not be charged. | | Attached | Attached |
| I pay more than the standard allowance for my required books & supplies. | • Provide copies of receipts for required books and supplies (e.g., textbooks, notebooks, pens/pencils, calculator, computer equipment, etc.).  
• Documentation showing necessity of items may be required. | | Attached | Attached |
| I pay more than the standard allowance for my room & board or I will be living in a different housing arrangement than I originally indicated on my application (e.g., on-campus instead of living with parent). | • Provide copy of student account statement, rental/lease agreement, copies of utility bills, grocery receipts, etc. as appropriate.  
• If living alone and not sharing expenses with a roommate, provide a detailed explanation of the additional expenses. | | Attached | Attached |
| I pay more than the standard allowance for my educational transportation costs. | • Do not include car payments or insurance premiums.  
• Provide documentation and copies of receipts as appropriate. | | Attached | Attached |
| I pay more than the standard allowance for my personal and/or miscellaneous educational expenses. | • Provide documentation and copies of supporting receipts as appropriate. | | Attached | Attached |
| I have unusual expenses due to my participation in a study-abroad | • Provide a copy of the program brochure.  
• Provide documentation of airfare. | | Attached | Attached |
| I pay dependent care expenses. | • Provide the names and ages of the dependents.  
• Provide proof of enrollment in the daycare facility and the costs associated with the care. | | Attached | Attached |

I affirm that the information submitted is complete and correct. I have attached a detailed explanation along with supporting documentation to substantiate my circumstance and increased costs. **I understand that submission of this form does not guarantee that a cost of attendance adjustment will be made or that additional aid will be awarded. I further understand that I am required to notify the SFA Office if my circumstances change and I no longer have the additional expense(s) indicated above.**

Signature: __________________________________________________________________________ Date: __________________________________________________________________________

Office Use Only:
____________________________________________________________________________________________________________________________________________________

Reviewer’s Signature: __________________________________________________________________________ Date: __________________________________________________________________________