The cost of attendance, also known as the budget, includes tuition, fees, books, supplies, and estimated personal living expenses. Please note: Federal regulations only permit increases to the budget for educational-related expenses incurred during the current academic year. Adjustments may take approximately 10 business days.

The Office of Student Financial Services encourages students to evaluate loan options carefully, borrow only what is needed, and remember that loans must be repaid. Before completing this form, please visit the Department of Education’s Loan Repayment Calculators at: https://studentaid.gov/loan-simulator/repayment

Complete this form to request a review of your specific circumstances and an adjustment to your cost of attendance:

STUDENT NAME: __________________________________________ ID NUMBER X-_____________________________________

TELEPHONE: (________) - _______________ EMAIL: ________________________________________________________________

ACADEMIC PERIOD (Circle One): SUMMER 2023 FALL 2023 / SPRING 2024

COMMON REASONS FOR REQUEST INCLUDE BUT ARE NOT LIMITED TO:

____ OFF CAMPUS HOUSING
   The standard cost of attendance allows for $1900 per month in rent/mortgage for a student living off-campus. If your housing expenses exceed this figure, attach a signed copy of the full lease. NOTE: YOUR NAME MUST APPEAR ON LEASE

____ TRANSPORTATION
   The standard cost of attendance allows for $132 per month in transportation expenses. If your monthly expenses exceed this figure, attach supporting documentation.

____ COMPUTER PURCHASE
   Attach a copy of the purchase invoice (Max. $2000) Accessories such as scanners, software, etc. WILL NOT be permitted.

____ CHILDCARE EXPENSES/DEPENDENT CARE
   Dependent care expenses can be accommodated for periods of time including, but not limited to, class time, study time, field work, research, internships, commuting time, and other educational endeavors. Attach a written statement from the person or facility caring for your child/dependent confirming costs and proof not covered by a third party.

____ DISABILITY-RELATED EXPENSES
   Students are permitted an adjustment to their cost of attendance for expenses associated with a student’s disability, including special services, personal assistance, transportation, equipment, and supplies that are reasonably incurred and not provided by other agencies or covered by a third-party. Attach supporting documentation.

____ COST OF PROFESSIONAL CREDENTIAL
   The fee must be paid during the student's enrollment and a paid receipt must be provided. Per federal regulations, adjustments are NOT made for bar review courses. Graduating students in need of assistance paying for a bar review course or living expenses while studying for the bar exam can research bar loan options offered by private lenders.

____ OTHER EDUCATIONAL-RELATED EXPENSES
   Please attach a written statement to your documentation explaining the reason(s) for your request.

PLEASE READ AND SIGN

I certify that to the best of my knowledge the information given is complete and accurate. I understand that the Office of Student Financial Services may request additional documentation to support my request. I also realize that if I do not comply with the request for additional proof when asked, my request for a budget increase will not be processed.

______________________________________________________
Student’s Signature

_____________________
Date

Submit form and documentation by securely uploading to: www.stjohns.edu/SFSdocumentupload