

Cost of Attendance Adjustment & Expense Appeal Form

Financial Aid Office

Student name: _____ EMPLID: _____
(Print) Last First M

Parent name: _____ (Dependent Students Only)
(Print) Last First M

If you believe that the CUNY “Cost of Attendance” (budget) does not reflect your educationally related expenses, there are a few ways that your budget can be increased. **Documentation will be required.**

1. In 2019-20, CUNY allows a monthly housing allowance of \$1,347 (total of \$12,124), inclusive of Fall and Spring) for students who live away from their parents. If you have a lease to prove you pay more than this, you may submit a copy along with a typed letter indicating whether or not you have anyone else sharing the cost (such as a roommate or spouse).
If you are living in the CCNY Towers, you must provide a copy of your contract.
2. If you intend to purchase a computer or related hardware/software, you may go to the website of your choice and submit a printout showing the cost of the hardware/software you need to purchase. If you recently bought a computer or related hardware/software, provide a copy of the receipt. Note: We can only add this amount to your budget one time while at City College.
3. If your required books/supplies expense will exceed the allowance of \$1,364 for Fall/Spring, provide two letters: one should list the estimated costs and the other letter should be from your academic advisor stating that your estimated expenses are reasonable for the 2019-20 academic year.
4. If your transportation costs exceed a monthly Metro card (\$127.00), submit a typed statement along with copies of three-four receipts for proof of price.
5. If you pay child care, up to an additional \$6,120 can be added to your “Cost of Attendance”.
6. Other educationally related expenses may be considered.

Please complete the respective section on page 2.

FOR OFFICE USE

Approved Denied

1. Tuition Expense Adj.: \$ _____

2. Medical/Dental Exp. Adj.: \$ _____

(Subtract expense from AGI or if 1st yr. add exp. to COA)

(Reduce AGI by amount of expense >11% of IPA*)

3. Childcare amount added to COA: \$ _____

FAA. Initials: _____ Date: _____

* See 2019-20 IPA chart

Section A Cost of Attendance Adjustment:

Computer Expense \$ _____ .00	<input type="checkbox"/> Summer 2019 Semester <input type="checkbox"/> Fall 2019 Semester <input type="checkbox"/> Spring 2020 Semester Computer/Tablet purchase: <i>I purchased/leased a computer or tablet.</i> Only one computer or tablet purchase adjustment is allowed during your undergraduate or graduate education. <ul style="list-style-type: none"> Provide documentation of the cost of the computer you purchased or intend to purchase (i.e.: receipt or print out of order page). 												
Study Abroad \$ _____ .00	<input type="checkbox"/> Summer 2019 Semester <input type="checkbox"/> Fall 2019 Semester <input type="checkbox"/> Spring 2020 Semester Study abroad expenses specific to the semester that you are requesting the budget increase must be attached. Example: Proof of airfare, housing, etc. A copy of your study abroad form is required.												
Childcare Expenses \$ _____ .00	<p>*Childcare expenses (For children included as members of the household on your FAFSA.) Your "cost of attendance" can be increased for child care expenses. (\$6,120/Fall & Spring; \$2,040/Summer).</p> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr> <th style="width: 40%;">Name of Child</th> <th style="width: 10%;">Age</th> <th style="width: 50%;">Name & Address of Childcare Provider</th> </tr> </thead> <tbody> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> </tbody> </table>	Name of Child	Age	Name & Address of Childcare Provider									
Name of Child	Age	Name & Address of Childcare Provider											
Other Expenses Specify: _____ \$ _____ .00	<input type="checkbox"/> Summer 2019 Semester <input type="checkbox"/> Fall 2019 Semester <input type="checkbox"/> Spring 2020 Semester Other educationally related expenses may be considered; documentation must be submitted.												

*Section B Expense Appeal:

<u>Private/Parochial School Tuition</u>	<p>*Documentation required: You must document the tuition paid for 2018-19. Allowable documents include: A statement from the school, on letterhead, confirming the amount paid; copies of canceled checks. If the child indicated below will be attending this school for the first time in 2019-20 the school's statement of 2019-20 charges will be accepted.</p> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr> <th style="width: 25%;">Name</th> <th style="width: 15%;">Relationship to you</th> <th style="width: 20%;">Name of school attended</th> <th style="width: 10%;">Current Grade</th> <th style="width: 10%;">Year Attended</th> <th style="width: 15%;">2018-19 Tuition</th> </tr> </thead> <tbody> <tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr> </tbody> </table>	Name	Relationship to you	Name of school attended	Current Grade	Year Attended	2018-19 Tuition						
Name	Relationship to you	Name of school attended	Current Grade	Year Attended	2018-19 Tuition								
Medical/Dental Expenses <input type="checkbox"/> 2017 or <input type="checkbox"/> 2018 \$ _____ .00	<p>For the year indicated, what was the total amount paid for medical/dental care that was not covered by health insurance?</p> <p>*Documentation required: You must document your medical/dental expenses. Allowable documents include: "Schedule A" (showing an amount on line 1) of your federal tax return (1040), copies of paid bills (dated) or canceled checks, invoice(s) from doctor/dentist, or statements from insurance companies.</p>												

***This part should be completed by your parent if you are a dependent student.**

I/We certify that the above information is complete and accurate. I/We also understand that submission of this form does not guarantee approval.

Student's Signature

Date

*Parent's Signature

Date

WARNING: If you purposely give false or misleading information, you may be fined, sent to prison, or both.