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.**

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**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
  - Summer 2019 Semester
  - Fall 2019 Semester
  - Spring 2020 Semester

  Computer/Tablet purchase: *I purchased/leased a computer or tablet.
  Only one computer or tablet purchase adjustment is allowed during your undergraduate or graduate education.
  
  - 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
  - Summer 2019 Semester
  - Fall 2019 Semester
  - 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

  *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).

  Name of Child | Age | Name & Address of Childcare Provider
  | | |
  | | |

- Other Expenses
  - Specify:
  - $__________.00

  Other educationally related expenses may be considered; documentation must be submitted.

*Section B Expense Appeal:

- Private/Parochial School Tuition
  - *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.

  | Name | Relationship to you | Name of school attended | Current Grade | Year Attended | 2018-19 Tuition |
  | | | | | | |
  | | | | | | |

- Medical/Dental Expenses
  - $__________.00

  For the year indicated, what was the total amount paid for medical/dental care that was not covered by health insurance?

  *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.

*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.