

2021 – 2022

**Cost of Attendance Adjustment & Expense Appeal Form**

Student name: \_\_\_\_\_, \_\_\_\_\_ EMPLID #: \_\_\_\_\_  
(Print) Last First M.

Parent name: \_\_\_\_\_, \_\_\_\_\_  
(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 is required.**

- In 2021-2022, CUNY allows a monthly housing allowance of \$1504 (total of \$13,536), 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.
- If you intend to purchase a computer or related hardware/software, you must submit a printout showing the cost of the hardware/software you need to purchase. If you recently bought computer or related hardware/software, provide a copy of the receipt. Note: We can only add this amount to your budget once every 3 years.
- If your required books/supplies expense will exceed the CUNY 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 2021-22 academic year.
- If your transportation costs exceed a monthly MetroCard (\$127.00), submit a typed statement along with copies of three-four receipts for proof of price.
- If you pay child care, up to an additional \$6,120 can be added to your “Cost of Attendance”.
- Other educationally related expenses may be considered.

**Please complete the respective section on page 2.**

**FOR OFFICE USE ONLY**

Status:  **Approved**     **Denied**

1. Tuition Expense Adj.: \$ \_\_\_\_\_  
(Subtract expense from AGI or if 1<sup>st</sup> yr. add exp. to COA)

3. Childcare amount added to COA: \$ \_\_\_\_\_

2. Medical/Dental Exp. Adj.: \$ \_\_\_\_\_  
(Reduce AGI by amount of expense >11% of IPA\*)

4. Computer expense: \$ \_\_\_\_\_

Notes: \_\_\_\_\_

FAA. Signature: \_\_\_\_\_ Date: \_\_\_\_\_

\* See 2020-21 IPA chart

