

## 2024-25 COST OF ATTENDANCE INCREASE REQUEST

Student Name \_\_\_\_\_ Student ID # \_\_\_\_\_

### Important Information

- If you have additional educational related costs that you would like the Financial Aid Office to review, you can complete this form and submit it to the Financial Aid Office along with supporting documentation.
- Not all adjustments result in an increase in financial eligibility, not can we increase annual limits on federal loans.

**Please indicate the academic year and semester for which you are requesting a budget revision:**

**Fall 2024**    
  **Winter 2025**    
  **Spring/Summer 2025**

Select the item that applies and estimate costs more than budget per semester.

**Be sure to use amounts for the semester, rather than monthly amounts.**

- Documented Book and Supply Costs in Excess of Budget – The documented amount must exceed the budgeted amount for the semester indicated. Please provide all book and supply purchase receipts and all course syllabi to verify expenses. \$ \_\_\_\_\_
- Daycare Expenses – Submit a letter from a state licensed daycare provider reflecting the costs for the semester (dollar amount per hour multiplied by number of hours per week multiplied by number of weeks per semester). A copy of the daycare’s state license may be necessary if not already on file at Schoolcraft College. \$ \_\_\_\_\_
- Documented Course-Related Expenses (such as a camera, camcorder, or tools) – Submit a syllabus or letter from the department indicating the purchase is required as part of the class requirements. The syllabus or letter must indicate standard cost of the items. \$ \_\_\_\_\_
- Undergraduate Student Taking 17+ Credit Hours per Semester – Upon request we will recalculate based on additional cost of tuition. No documentation needed \$ \_\_\_\_\_
- Additional Program/Course Fees – Such as lab fees, additional course-specific fees, or differential tuition rates. No documentation needed. \$ \_\_\_\_\_
- Other – List Source
- \_\_\_\_\_
- \_\_\_\_\_

**Provide documentation supporting additional educational costs.**

I would like to borrow \$ \_\_\_\_\_ for the semester that I am requesting the budget increase for.

I certify that, to the best of my knowledge, all the information in this form is accurate. I also understand that Schoolcraft College may use follow-up procedures to verify data that I have submitted and/or have submitted on my behalf. All information will remain strictly confidential.

Student Signature \_\_\_\_\_

Date \_\_\_\_\_

**\*SIGNATURES MUST BE HANDWRITTEN\***