

2023-2024 Cost of Attendance Increase Petition

Student's name (last, first, middle initial)	CCA ID number
Mailing address (street)	e-mail address
Mailing address (city, state, zip)	Telephone number

Complete this form if you are requesting an increase in your Cost of Attendance (COA).

PLEASE NOTE: Increases in your cost of attendance result in additional loan or work-study eligibility rather than additional scholarship support. Not all expenses incurred by a student are eligible for financial aid assistance. Please ask your Financial Aid Counselor for more information.

This petition is for (check all that apply):

- Living Expenses
- Transportation Expenses
- Medical, dental and/or psychotherapy expenses (not covered by insurance)
- Purchase of a computer.
- Childcare expenses
- Other (e.g. loan origination fees)

You must provide documentation of your request (e.g. receipts, bills, credit card statements, lease, etc.) In addition, please attach a written statement detailing the reasons for the request on a separate sheet. Your petition cannot be reviewed without adequate documentation and the completed expense form (page 2).

CERTIFICATION & SIGNATURE

I certify that the information submitted with this petition to qualify for state, federal, and institutional financial assistance is true and complete to the best of my knowledge. I understand that submitting a petition does not guarantee approval for additional financial aid funds.

Student's signature Date

FOR FINANCIAL AID OFFICE USE ONLY:	
Action taken:	<input type="checkbox"/> approved <input type="checkbox"/> approved with conditions (see comments) <input type="checkbox"/> denied <input type="checkbox"/> unable to take action (see comments)
Comments: _____	
Authorized Signature	Date

Statement of Student's Expenses and Resources

Enter the expenses you wish to be added to your 2023-24 Cost of Attendance. Expenses must be incurred during the academic year (Sept. 2023 – May 2024). Documentation is required for all of the expenses you list below. **Expenses that are not properly documented will not be approved.**

EXPENSES

DOCUMENTATION REQUIRED

Rent/Mortgage	\$ _____	/mo.	Copy of signed lease, rental agreement, or mortgage statement.
Utilities:			
Gas & Electric	\$ _____	/mo.	Copy of utility and/or phone bill for consideration. <i>Allowable costs may be limited.</i>
Telephone & Internet	\$ _____	/mo.	
Water	\$ _____	/mo.	
Subtotal	\$ _____		
Academic Year	\$ _____		x 9 months (full year fall/spring) or x 4 months (one semester)
CCA Budgeted	\$ 15,400		
Total	\$ _____		9 Months minus CCA Budgeted amount

Transportation:			Copy of receipt(s) or estimate(s) showing flight itinerary. You can increase your cost of attendance for up to two round trips tickets home each academic year.
Airfare	\$ _____		
MBA Travel Expenses	\$ _____		

Public Transportation	\$ _____	/mo.	Please indicate expenses for public transportation OR gasoline, whichever is greater. Do not claim both.
Gasoline	\$ _____	/mo.	
Other:	\$ _____	/mo.	
Subtotal	\$ _____		
Academic Year	\$ _____		x 9 months (full year fall/spring) or x 4 months (one semester)
CCA Budgeted	\$ _____		\$1,602 On- or Off-Campus OR \$2,277 With Parent(s)
Total	\$ _____		9 Months minus CCA Budgeted amount and airfare budget

Medical/Dental			Copy of receipts, bills, invoices, medical/dental plan statements.
Professional Health Services	\$ _____	/mo.	
Psychotherapy	\$ _____	/mo.	
Medical/Dental Insurance	\$ _____	/mo.	
Other:	\$ _____	/mo.	
Subtotal	\$ _____		
Total x 9 months (or 4 months single semester)	\$ _____		

Additional Course Fees			
Course Fee(s):	\$ _____		For course fee(s) you must be enrolled in the course and the fee must be mandatory.
Course Fee(s):	\$ _____		
Course Fee(s):	\$ _____		
Course Fee(s):	\$ _____		
Computer/Software Purchase	\$ _____		You can only request an expense allowance for a computer purchase once every three academic years (Maximum of \$3,000 for the CPU/laptop). Additional software and hardware required by your program of study can be requested at the time it is required.
Total	\$ _____		

Childcare	\$ _____	/mo.	Copy of receipts, bills, contracts, and/or invoices.
Subtotal	\$ _____		
Academic Year	\$ _____		x 9 months (full year fall/spring) or x 4 months (one semester)
Total Requested	\$ _____		Add all final totals from each category.

I request the following assistance from the total requested above (check which type of assistance and the amount requested in each up to the total requested above)

Parent/Graduate PLUS Loan \$ _____
 Private Alternative Loan \$ _____