**Student Request for an Increase in Cost of Attendance**

***An incomplete form will be returned to you and will delay processing***

NMU IN ___________________________________ Student Name ________________________________________________

### 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 our office along with supporting documentation.
- Not all adjustments result in an increase in financial eligibility nor can we increase annual limits on federal loans.
- If we are able to increase your budget, and you are looking for additional funding, you must request that separately.

### Please indicate the semester(s) for which you are requesting a Budget Revision:

- [ ] Fall
- [ ] Winter
- [ ] Summer

**Academic Year _________________**

Select item that applies and estimate costs in excess of 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 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 NMU. $ ___________

- [ ] **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 class requirements. The syllabus or letter needs to indicate standard cost of the items. $ ___________

- [ ] **Commuter Living on Campus** – Was originally awarded as a commuter (living at home), but upon request will be recalculated if student is living in campus housing. No further documentation needed.

- [ ] **Undergraduate Student taking 19 or more credits per semester or Graduate Student taking 6 or more credits per semester** – Upon request we will recalculate based on additional cost of tuition. No further documentation needed.

- [ ] **MacBook Expenses** – Art and Design majors who will have the extra expense of a MacBook added to their cost of attendance may request to increase their cost of attendance to cover the additional charge. No further documentation needed.

- [ ] **Other – List Source ________________________________________________** $ ___________

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

Student Signature ______________________________________________________ Date ____________________