2011-2012 BUDGET ADJUSTMENT REQUEST

New College of Florida – Office of Admissions and Financial Aid

New College ID Number	Telephone Number
Student's Name	E-mail Address

Guidelines and Instructions:
Financial aid budgets reflect the estimated cost of attendance of a student's educational expenses for the period of enrollment. Budgets reflect *only* the student's expenditures because the Federal Need Analysis formula has built in offsets and allowances for expenses of family members. Budget adjustments are considered for certain circumstances only. Since restrictions apply, please meet with a Financial Aid Officer before submitting this form and your documentation.

- In most cases, Federal Stafford Loans are the only assistance offered to cover budget adjustments.
- Allow 2-4 weeks for a decision on your adjustment request.
- Adjustments will be considered **only** for costs incurred during the 2011-2012 academic year, which begins August 22, 2011.
- The minimum budget adjustment that will be considered is $200. No consumer indebtedness can be considered.
- Budget adjustments for a computer purchase will be limited to one request every three years.
- Only **one** budget adjustment request per academic year will be considered, except in the case of emergency expenses which cannot be anticipated. Adjustments approved for the Fall Semester will be assumed to apply for the Spring Semester as well, except for emergency or one-time expenses which will be evaluated on a case-by-case basis.
- **All budget adjustment requests must be accompanied by documentation to verify the expense. Documentation must clearly show the dollar amount paid/to be paid, date of the expense/bill, what the expense covers, and other pertinent information particular to the type of adjustment requested.** If in doubt, please make an appointment with your Financial Aid Counselor.

Indicate below the budget adjustment(s) you are requesting:

☐ Computer Purchase: Costs incurred for the purchase of a computer set-up (computer, monitor, etc.). The maximum amount that will be considered is $2,500. The computer equipment must have been purchased no earlier than June 2011 to be considered. In the case of a financed computer purchased prior to June 2011, the adjustment will be limited to the unpaid balance as of June 2011.

☐ Dependent Care Expenses: For dependent care given during periods of enrollment. Attach documentation of weekly costs. Include name(s) and age(s) of each dependent who required care.

☐ Disability Expenses: Only reasonably incurred expenses for which assistance is not provided by Vocational Rehabilitation or other sources will be considered. Attach a written explanation of your disability and related expenses, along with copies of receipts/bills. Indicate the amount of assistance being received or that will be received from outside sources/agencies.

☐ Excess Book Allowance: For costs incurred in excess of the budget allowance for books/supplies. Costs must exceed $400/semester. Attach receipts.

☐ Independent Living Allowance: Applies if you are an independent student living off campus and are unable to have a roommate, making your monthly rent and utilities exceed $750. Attach a written explanation of why you are unable to have a roommate, a copy of your lease/mortgage agreement, and copies of utility bills.

☐ Unusual Commuting Costs: If you commute over 100 miles/week to New College, explain why and document weekly mileage.

☐ Auto Repair Costs: If you incur an automobile repair for over $200, attach copies of repair estimates/receipts.

☐ Emergency Medical Expenses: Emergency medical treatment is considered an extraordinary expense. Attach a written explanation about your medical situation and attach appropriate documentation (e.g. bills, receipts).

Student Certification:
"All expenses indicated and all supporting documentation attached to this form are true to the best of my knowledge."

Student's Signature: _____ Date: _____

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