

COST OF ATTENDANCE APPEAL—UNDERGRADUATE**Academic Year 2009–2010**

DIRECTIONS—If you have unusual expenses that are not taken into account in your standard budget, you may submit this form to have your budget reviewed and your financial aid eligibility re-evaluated. Submit the completed form with the required documentation by the deadlines listed below. You will be notified of the appeal decision within 15 working days via your University student e-mail account.

Fall term 2009—December 9, 2009

Spring term 2010—April 30, 2010

May/summer 2010—July 23, 2010

To complete online, open in Adobe Reader (free at Adobe.com), not a Web browser, to protect your private information. Place the cursor in a field and type. Print each page when completed. Add the required signature(s) in blue or black ink.

Return this form**By mail to:**

One Stop Student Services
University of Minnesota, Twin Cities
200 Fraser Hall, 106 Pleasant St. SE
Minneapolis, MN 55455-0422

On campus at:

200 Fraser Hall, East Bank
130 West Bank Skyway, West Bank
130 Coffey Hall, St. Paul

Questions?

Phone: 612-624-1111
TTY (hearing impaired): 612-626-0701
E-mail: helpingu@umn.edu

PART A. Student information

Student name (Last, first, MI)	University ID	Phone (include area code)
Address (Street or P.O. Box, apartment number, city, state, ZIP code)		

PART B. Basis for appeal and supporting documentation

Check the situation below that applies to you and attach the required documentation.

- Tuition and fees**—No documentation required. Actual tuition and fees will be verified in your University student account.
- University-sponsored health benefit plan**—No documentation required. Actual charges will be verified in your University student account.
- Room and board**—Explain in Part C below the circumstances that cause your room and board costs to be higher than those in our standard budget. Attach a copy of your lease, letter from landlord (on letterhead), or canceled checks (not carbons). Maximum adjustment is \$1,000/month.
- Books and supplies**—Bookstore receipts.
- Computer purchase for educational use**—Computer and software receipt copies; maximum adjustment is \$1,230. Higher adjustment allowed for College of Design Architecture majors.
- Transportation**—Write an explanation of why the metropolitan bus and light rail public transit systems do not meet your transportation needs (e.g., a car is needed to drive to an internship located in an area that is not serviced by buses during your hours of work).

PART C. Personal statement

Please briefly describe your reasons for requesting a review of your budget. Attach a separate page, if necessary.

PART D. Certification

You must sign this form certifying that the information you provided is true. Misrepresentation of facts in connection with this form may be sufficient cause, in and of itself, for cancellation or repayment of financial aid, whenever discovered.

Student signature	Date
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To request copies of this form in an alternative format, please call the Disabilities Services liaison for financial aid at 612-625-9578. The University of Minnesota is an equal opportunity employer and educator.

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