

COST OF ATTENDANCE APPEAL—UNDERGRADUATE**Academic Year 2011–2012**

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 2011—December 2, 2011**Spring term 2012—April 27, 2012****May/summer 2012—July 20, 2012****Return this form****By mail to:**

One Stop Student Services
University of Minnesota, Twin Cities
P.O. Box 835
Minneapolis, MN 55440

On campus at:

333 Science Teaching & Student Services
130 West Bank Skyway
130 Coffey Hall

Questions?

Phone: 612-624-1111
TTY (hearing impaired): 612-626-0701
Email: onestop@umn.edu

To ensure privacy online, open in Adobe Reader (free at Adobe.com). Add the required signature(s) in blue or black ink.

PART A. Student information		
Name (last, first, middle initial)	University ID	Phone (include area code)
Current mailing address (street, apartment or PO Box number, city, state, ZIP code, country)		
PART B. Basis for appeal and supporting documentation		
Check the situation below that applies to you and attach the required documentation.		
<input type="checkbox"/> Tuition and fees —No documentation required. Actual tuition and fees will be verified in your University student account.		
<input type="checkbox"/> University-sponsored health benefit plan —No documentation required. Actual charges will be verified in your University student account.		
<input type="checkbox"/> 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.		
<input type="checkbox"/> Books and supplies —Bookstore receipts.		
<input type="checkbox"/> Computer purchase for educational use —Computer and software receipt copies; maximum adjustment is \$1,445. Higher adjustment allowed for College of Design Architecture majors. Only one adjustment for computer purchase per undergraduate career.		
<input type="checkbox"/> 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	



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. This form is printed on paper made from no less than 20 percent post-consumer waste.

FA101—Page 1 of 1 6/11 200



Please recycle.