

2022-2023 Cost of Attendance Increase Request Form

Office of Student Financial Aid 600 S Paulina Suite 440 Chicago, IL 60612 Phone: 312.942.6256 Fax: 312.942.2732

The U.S. Department of Education permits institutions to increase a student's Cost of Attendance (COA) to include certa expenses that are not part of the standard COA. Such expenses incurred within the academic year may include the following: • Computer, Laptop, or Trip's Plane Tickets to see family • Unreimbursed Medical Expenses Computer, Laptop, Tablet Purchase Request	tudent Name:	Fax: 312.942.2732	
A computer, laptop, or tablet purchase will be permitted once per academic program. The maximum budget increase for a computer, laptop, or tablet purchase will be equal to or less than \$2,000. 'Required Supporting Documentation: A receipt for proof of purchase. Total Amount Requesting: \$ Round-Trip Plane Tickets Request Students are permitted to request up to two (2) round-trip plane tickets per academic year to visit family. 'Required Supporting Documentation: A receipt for proof of purchase that include flight details. Total Amount Requesting: \$ Unreimbursed Medical Expenses Request Students who have unusually high medical expenses during the academic year may have their budget increased. Only procedures and equipment that are deemed medically necessary by a physician and not covered by insurance will be considered. 'Required Supporting Documentation: Billing records that include your name, date of billing, and proof of insurance payment and unreimbursed expenses Total Amount Requesting: \$ Total Amount Requesting: \$ I confirm that I have attached supporting documentation to this request form. Supporting documents must include the properties of the	 expenses that are not part of the star Computer, Lap Up to two (2) F 	ndard COA. Such expenses incurred within the academic year motop, or Tablet Purchase Request Round-Trip Plane Tickets to see family	
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Student Signature Date	Student Signature	Date	

	Date Received		Status		Total Amount Approved
OFFICE USE ONLY			DENIED	☐ APPROVED	\$
	Comments:				
	Reviewed By:				