



2020-2021 Budget Adjustment Process

Student Name: _____

SID Number: 910-____-____ EOU email: _____@eou.edu Phone: +1 (____) ____-____

Cost of Attendance (COA) Estimates

The estimated **cost of attendance**, or budget, represents an estimate of the costs to attend EOU for an academic year. The COA components are **estimated averages** of **tuition**, fees, books, supplies, living expenses, transportation costs and modest personal expenses.

Review your current cost of attendance in Mountie Hub

Login to Mountie Hub from my.eou.edu.

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[Financial Aid](#) • Estimated Cost of Attendance Aid Year J

	COA
Tuition	7776
Fees	1629
Room and Board	10152
Books	1245
Transportation	1317
Personal	1947
Total	24066

Allowable cost of attendance adjustments

Our standard budgets are good faith estimates of education related expenses an average student will have in an academic year. A student’s budget can only be increased for educationally related expenses **incurred by and for the student during the student’s period of enrollment.**

Budgets may be adjusted to include the following:

- Dependent care directly related to attendance at EOU during class and study times,
- Costs related to a disability,
- One-time costs of a computer purchase for educational purposes,
- Costs incurred, while enrolled, to obtain a professional license,
- Reasonable costs directly related to a study abroad program, and
- An allowance for reasonable costs directly related to your program of study.

Budgets may not be adjusted to include any of the following:

- Prior year expenses,
- Credit card or other consumer debts,
- Summer expenses unless enrolled at least half-time taking required coursework,
- Job interview or non-degree expenses related to ordination,
- Costs incurred outside of the current academic year, including costs incurred before matriculation or after the final day of the term,
- Legal fees, bail, traffic or parking tickets, or fines,
- Pet care, unless for a service animal, and
- Loan repayment.

Important Conditions of a Budget Adjustment Request

The request for a budget adjustment does not guarantee an adjustment will be made. Budget adjustment requests are reviewed by a financial aid administrator, within the context of federal financial

aid regulations. **Your request may be denied.** You are encouraged to speak with a financial aid officer about your options.

After your budget is adjusted, your aid eligibility might not change. If you have already been awarded the maximum amount of federal aid for the year, your only aid eligibility may be an additional PLUS or private loan, both of which are subject to credit approval.

Deadlines for Submitting the Budget Adjustment Request for Each Term

Summer	Fall	Winter	Spring
August 7, 2020 ¹	November 6, 2020	February 19, 2021	May 14, 2021

2020-2021 Budget Adjustment Request

Submitting a budget adjustment request does not guarantee additional financial aid funding.

You must submit detailed documentation to verify the expense. Documentation must clearly show the dollar amount paid (or to be paid) and the date of the expense. Except in cases of emergency, you may submit only one budget adjustment request per term or payment period. Only amounts above those already included in your standard budget will be considered.

Please check the term(s) you will incur these expenses. Summer Fall Winter Spring

If approved, what type of additional aid are you seeking?

- Direct
 Subsidized
 Unsubsidized Loan
 PLUS Loan*
 Alternative Loan
 Work Study
 Scholarship (name) _____

Direct Loan Limits for the academic year (not all students will qualify for these maximums):

- Dependent student: Freshman: \$5,500; Sophomore: \$6,500; Junior/Senior: \$7,500
- Independent student: Freshman: \$9,500; Sophomore: \$10,500; Junior/Senior: \$12,500
- Graduate student: \$20,500

Describe the reason for your request.

Type of Increase	Limits	Required Documentation
<input type="checkbox"/> Tuition and Fees	This request would need to be submitted for each term you are requesting. Increase will not exceed your actual amount of EOU tuition and fees.	None. Our office will use the amount you have been billed on your account.

¹ Or three weeks before the end of your last session, whichever date is earlier.

<input type="checkbox"/> Transportation	This request would need to be submitted for each term you are requesting. Increase can be provided for roundtrip mileage from home to campus exceeding 1,500 miles in one term. Increases can be provided for non-routine car repairs (excluding items like tires, oil changes, etc.). Max increase up to \$1,000.	Detailed letter explaining your extra transportation costs. If for mileage, provide home address and which at which campus you take classes. If for non-routine car repairs, provide copies of detailed receipts for the work showing amount paid.
<input type="checkbox"/> Computer	Increase allowed up to \$2,000. Cannot be used in your last term at EOU. Can receive once per academic career.	Provide detailed receipts for the computer purchased showing a date. Protection plans, accessories, and other items may be excluded by our office when approving the request.
<input type="checkbox"/> On-campus Housing	Increase will not exceed actual amount of EOU on-campus housing costs.	None. Our office will use the amount you have been billed on your account.
<input type="checkbox"/> Off-campus Housing	Increase of up to 20% of current housing budget.	Provide copies of signed lease or monthly mortgage statement. Lease or mortgage must be in your name. We will not include renter's or homeowner's insurance, property taxes, or escrow. If you are married or you have roommates splitting the cost, the monthly payment will be divided appropriately. The number of months allowed will depend upon your enrollment and the terms you are requesting.
<input type="checkbox"/> Dependent Daycare	Increase of up to \$1,061 per month per dependent.	Provide documentation of charges and payments for monthly expenses on letterhead from daycare provider. Attach documentation of agency assistance such as ERDC summary statements. If services are provided by a friend, family member or anyone other than a state licensed daycare provider, provide documentation in the form of cancelled checks or a tax return showing that the untaxed income has been reported to the IRS. Only available for daycare during the time of educational activities. Will not be approved for times you are at work. If your partner is also a student, please provide documentation from their financial aid office confirming they are

		also not seeking an increase in their budget for day care expenses.
<input type="checkbox"/> Medical Expenses	Increases up to \$2,500 per academic year.	Detailed letter explaining your unique circumstances and the necessary medical expenses. Provide copies of medical receipts with the amounts paid for a time within the enrollment period. Medical expenses must only be for work or procedures done for you. Only expenses not covered by your insurance will be considered.
<input type="checkbox"/> Study Abroad	Limited to costs directly related to your study abroad program.	Study Abroad Checklist with required documentation.
<input type="checkbox"/> Other		If you have unique circumstances and would like to discuss other options not listed here, please make an appointment with a financial aid counselor in our office.

By signing below, you certify that the information provided above is true, and that the above expenses are not being nor will be reimbursed by any other agency or person.

Student Signature _____ Date: _____

*For Parent PLUS loan only – if requesting a PLUS loan increase, the parent who applied for the PLUS loan must also sign this form.

Parent Printed Name: _____

Parent Signature _____ Date: _____

Please fax this form and all required documentation to 541-962-3661, or you can upload everything through the Web with our [secure document dropbox](#).