

# Request for a Revision to Your Financial Aid Package

Name \_\_\_\_\_

ID# \_\_\_\_\_

Email address \_\_\_\_\_

Local/cell phone # \_\_\_\_\_

The revision will affect the Academic Year: \_\_\_\_\_

Terms(s): \_\_\_\_\_

## STEP ONE

### **Adjustment to Estimated Student Expenses: REQUIRED DOCUMENTATION IS LISTED ON THE REVERSE SIDE.**

You may have educational costs greater than those reflected in your estimated student expenses on your UO award letter. On a case-by-case basis, we may adjust your estimated student expenses to include costs that are directly related to meeting your educational needs. In some cases, you may not have federal, state or university aid eligibility to meet the extra educational costs you are incurring.

- |   |  |
|---|--|
| <input type="checkbox"/> <b>Childcare</b>   | <input type="checkbox"/> <b>Computer Purchase</b>                      |
| <input type="checkbox"/> <b>Commuting from outside the Eugene/Springfield area</b>  | <input type="checkbox"/> <b>Medical, Dental, or Optometry Expenses</b> |
| <input type="checkbox"/> <b>Commuting for educational purposes related to an internship/practicum or day care</b>                 | <input type="checkbox"/> <b>Single Parent</b>                          |
| <input type="checkbox"/> <b>If you have additional comments or instructions concerning your budget, please provide them here:</b> | <input type="checkbox"/> <b>Sole Occupant</b>                          |

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### **Grade Level Changes:**

- I will be a **Sophomore** (45-89 credits)
- I will be a **Junior** (90+ credits)

### **Enrollment Level Changes:**

- For \_\_\_\_\_ term(s) I will be enrolled **HALF** time: **6-8 credits** per term (**5-6 credits** for graduates)
- For \_\_\_\_\_ term(s) I will be enrolled **THREE-QUARTER** time: **9-11 credits** per term (**7-8 credits** for graduates)
- For \_\_\_\_\_ term(s) I will be enrolled **FULL** time: **12+ credits** per term (**9+ credits** for graduates)

## STEP TWO

- I accept additional federal loans to assist with the payment of these costs or changes.
- I decline \$\_\_\_\_\_ of work study (that was offered to me) and request that my loan(s) be increased, if eligibility exists.
- I will apply for an Alternative Loan to assist with the payment of these costs or changes.  
See a financial aid counselor for advice regarding selection of a lender that will provide an Alternative Loan that best suits you.

I have read the reverse side of this form and have supplied all required documentation. All of the information supplied is an accurate statement regarding my current academic year expenses. I understand that incorrect information may affect future financial aid funding.

\_\_\_\_\_  
Student's Signature

\_\_\_\_\_  
Date

### **FOR OFFICE USE**

Action Taken: \_\_\_\_\_

Initials/Date: \_\_\_\_\_

# Request for an Adjustment to Estimated Student Expenses

## Childcare Expenses

1. Children must live with you and be 12 years old or younger
2. Attach to the Request for an Adjustment to Estimated Student Expenses form the name and age of each child for whom you incur child care costs.
3. Provide documentation from your daycare provider with the number of hours, days, and weeks that care is provided and the applicable charges.
4. Provide the source(s) and amount of child care subsidy you receive.

## Commuting from outside the Eugene/Springfield area

1. Attach a statement attesting to your physical address (not your PO Box number) to the Request for an Adjustment to Estimated Student Expenses form.
2. Provide an accounting of the number of days per week, the number of weeks and number of terms you will need to commute to the university.
3. To include insurance in your Estimated Student Expenses, attach a copy of your current insurance statement that clearly details what you pay for **LIABILITY and UNINSURED DRIVER** coverage.
4. To include repair costs to your Estimated Student Expenses, attach the bill or estimate for auto service completed to ensure the car is working and safe. Routine maintenance (i.e. oil changes, filters and belt maintenance) is not an approved expense.

## Commuting for educational purposes related to an internship/practicum or related to picking children up from a child care provider

1. Attach a written explanation for the need to commute to the Request for an Adjustment to Estimated Student Expenses form.
2. Include a statement attesting to your physical address (not your PO Box number) and the address of the internship/practicum or child care provider.
3. Include an accounting of the number of days per week, the number of weeks and number of terms you will need to commute to the university for the purpose stated above.
4. To include insurance in your Estimated Student Expenses, attach a copy of your current insurance statement that clearly details what you pay for **LIABILITY and UNINSURED DRIVER** coverage.
5. To include repair costs to your Estimated Student Expenses, attach the bill or estimate for auto service completed to ensure the car is working and safe. Routine maintenance (i.e. oil changes, filters and belt maintenance) is not an approved expense.

## Computer purchase

1. Attach a receipt, purchase order, or online quote to demonstrate your intent to purchase a computer and peripherals.

**NOTE:** You may receive an adjustment to your estimated student expenses for a computer purchase once during your program. In most cases, increased funds must be disbursed equally over the course of the academic year.

## Medical, dental, or optometry expenses the current academic year

1. Attach an insurance statement that indicates your out-of-pocket costs for medical procedures.
2. **If you do not have insurance**, attach your statement indicating your lack of insurance and a statement from the medical provider attesting to the medical necessity of the procedure(s) for which you are being billed.
3. **Then** attach the medical bill(s) that indicates the procedures and their costs.

## Single parent

1. Attach a copy of your current rental/lease agreement or mortgage statement\*, along with a list of the names and ages of your children. **\*Document must confirm only one adult in the household.**

## Sole occupant

1. Attach a copy of your current rental/lease agreement or mortgage statement.