

## Financial Aid Revision Request Form

Name: \_\_\_\_\_ UO ID Number: \_\_\_\_\_

Academic Year: 20\_\_\_\_\_ to 20\_\_\_\_\_ Term(s): \_\_\_\_\_

### Changes to Estimated Student Expenses (required documentation is listed on page 2)

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. Requests for adjustments made later than two weeks before the end of each term may not be reviewed in time to be approved. Contact our office directly if you have questions about the timing of your request. Documentation **MUST** be attached (see page 2).

Check the box next to the revision you are requesting. If you choose other, provide detail in the box below.

- |  |   |
|--|---|
| <input type="checkbox"/> Commuting from outside the Eugene/Springfield area                                  | <input type="checkbox"/> Low-income parent                        |
| <input type="checkbox"/> Commuting for educational purposes related to an internship/practicum or child care | <input type="checkbox"/> Sole occupant                            |
| <input type="checkbox"/> Medical, dental or optometry expenses   | <input type="checkbox"/> Computer purchase                        |
|  | <input type="checkbox"/> Other requests (detail in the box below) |

### Grade Level Changes

- I will be a SOPHOMORE (45-89 credits)  I will be a JUNIOR (90 or more credits)

### Enrollment Level Changes

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

### Decline Work-Study for Loans

- I decline \$\_\_\_\_\_ of Work-Study and request that my loan(s) be increased, if eligibility exists.

### Terms and Conditions

I have read the second page 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.

I accept additional federal loans to assist with the payment of these costs/changes or I will apply for a Grad PLUS or Alternative Loan.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

## Financial Aid Revision Request Form

When you make a request for revision to your estimated cost of attendance, you must supply documentation.

Without the required documentation, our office will be unable to process your request.

### **Commuting from outside the Eugene/Springfield area, commuting for educational purposes related to an internship/practicum, or commuting related to picking children up from a childcare provider**

- Attach a statement attesting to your physical address (not your PO Box number) to the Financial Aid Revision Request Form.
- 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.
- 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.
- 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.

*NOTE: If you are commuting for an internship/practicum or childcare, you must attach a written explanation for the need to commute to the request for an adjustment to estimated student expenses form.*

### **Computer purchase**

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 degree program. In most cases, increased funds must be disbursed equally over the course of the academic year.*

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

Attach an insurance statement that indicates your out-of-pocket costs for medical procedures.

*NOTE: If you do not have insurance, attach a signed 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. Provide the medical bill(s) that indicates the procedures and their costs.*

### **Low-income parent**

Attach a copy of your current rental/lease agreement or mortgage statement. Include a signed statement that describes any housing assistance you receive (Section 8, TANF, etc.) along with a list of the names and ages of your children.

*NOTE: If your spouse is attending any college/university, you are not eligible for this budget adjustment.*

### **Sole occupant**

Attach a copy of your current rental/lease agreement or mortgage statement. Document must confirm only one adult in the household.

*NOTE: This adjustment can only be made for undergraduate students. The cost of attendance for graduate and law students already reflects sole occupancy.*

\*Effective Fall 2014 - Doctoral students who have officially advanced to candidacy are considered to be enrolled full time when registered in a minimum of 3 credits of Dissertation (603). However, certain agencies and offices have their own course load requirements. For example, GTFs must register for and satisfactorily complete at least 9 graduate credits each term. It is the student's responsibility to register for the required number of credits based on his or her individual situation.