

GRADUATE COST OF ATTENDANCE APPEAL**Academic Year 2009–2010**

DIRECTIONS—By completing this form, you may appeal for an adjustment to your cost of attendance (COA) based on direct expenses for books, educational supplies, computers, tuition, fees, and rent. Submit the completed form with the required documentation by the deadlines listed below. You will be notified of the decision to this appeal within 15 working days via your University e-mail account.

Fall term 2009—December 9, 2009
 Spring term 2010—April 30, 2010
 May/summer term 2010—July 23, 2010

Do not complete this form to appeal on the basis of childcare costs. You must complete and submit the Childcare Expense Appeal form available at the Forms Online Quick Link at onestop.umn.edu or for pickup at a One Stop Student Services Center at one of the campus locations given at right. If you have other direct educational expenses not covered by this form, please send an e-mail to helpingu@umn.edu, with the subject line: Attention: Graduate/Professional Unit. You will be notified by return e-mail if your COA is eligible for an adjustment.

Return this form**By mail to:**

One Stop Student Services
 University of Minnesota, Twin Cities
 200 Fraser Hall, 106 Pleasant St. SE
 Minneapolis, MN 55455-0422

On campus at:

200 Fraser Hall, East Bank
 130 West Bank Skyway, West Bank
 130 Coffey Hall, St. Paul

Questions?

Phone: 612-624-1111
 TTY (hearing impaired): 612-626-0701
 E-mail: helpingu@umn.edu

To complete online, open in Adobe Reader (free at Adobe.com), not a Web browser, to protect your private information. Place the cursor in a field and type. Print each page when completed. Add the required signature(s) in blue or black ink.

PART A. Student information

| | |
|---|----------------------------------|
| Name (last, first, MI) | University ID |
| Address (street and apartment or P.O. Box, city, state, ZIP code) | Phone number (include area code) |

PART B. Basis for appeal and supporting documentation

Check the situation below that applies to you and attach the required documentation, unless otherwise noted. If none of these categories describe your circumstances, please read the directions above.

- Books and supplies**—Bookstore receipts. Increases are done only for required book or educational supply costs that are above the standard book and educational supply component. Book & educational supply component amounts can be reviewed online at: http://onestop.umn.edu/finances/costs_and_tuition/index.html
- Computer purchase for educational use**—Computer and software receipt copies; maximum adjustment is \$1,230.
- Tuition and fees**—No documentation required. Actual tuition and fees will be verified in your University student account.
- Rent**—If you are required to have more than a one-bedroom apartment and your rent exceeds our standard allowance of \$848 per month, we will review your appeal and documentation. If your appeal is approved, the allowance will not exceed \$1,224 per month. If you have a spouse or domestic partner, there will be no increase in the standard allowance. For a rent increase appeal, attach a personal statement, a copy of your lease, and a canceled check (not carbon) or bank statement.

PART C. Certification

You must sign this form to certify 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.

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