

Office of Financial Aid University Park, IL 60484 708.534.4480 Fax: 708.534.1172 www.govst.edu/finaid

2022-2023 BUDGET ADJUSTMENT FORM

STUDENT INFORMATION

Please complete this verification form and provide copies of all requested paperwork to Governors State University. **Incomplete paperwork will not be accepted, thereby delaying the processing of your financial aid award.**

Student Name:		GSU ID #		Last 4 digits of SS#:	
Please Print	Last	First			
Permanent Home Ad	ldress:				
	City	,	State	Zip Code	
Student's Date of Bir	rth:	Home Phone #:		Cell #:	
Email Address:		@student.govst.edu			

WHAT YOU SHOULD KNOW:

If you feel the amounts in your cost of attendance (COA) listed on your financial aid award notification do not accurately reflect your current situation, you may be eligible to have your COA re-evaluated. If upon review of the documentation submitted, your financial aid eligibility changes, you will be notified accordingly. In addition, annual and aggregate loan limits restrict eligibility for federal loans. Therefore if your request is approved and you have reached your loan limits, only your eligibility for private loans may be affected.

- 1. The items below must be purchased by/apply to the student or spouse (if married), or a parent if the student is dependent.
- 2. The date of service or purchase must occur during the 2022-23 academic year. For those enrolled during the fall 2022 and spring 2023 terms the dates are August 2022 May 2023. For those enrolled in the summer 2023 term, the dates are May 2023 August 2023. Computer purchases may occur three months prior to the 2022-23 academic year.
- 3. Please submit all budget adjustment requests for the fall and spring terms at one time as multiple requests will not be honored. Summer term requests should be submitted separately between April 2023 and June 2023 *Note: Monthly expenses are divided equally if the student is married or has roommate(s).*

INDICATE REASONS FOR BUDGET ADJUSTMENT:

- Personal computer. The student must first purchase the computer. The maximum amount that a student's cost of attendance will be increased is equal to the actual cost of the computer hardware or software, or \$2,000, whichever is less. A student is eligible to receive only one adjustment for a computer during his/her tenure at GSU. If the OSFA has been notified by the academic department that your program requires the purchase of a laptop and your cost of attendance already reflects a computer expense, your request cannot be approved. Documentation required: Copy of official receipt which clearly indicates the date of the purchase and what specifically was purchased (i.e. hardware, software, etc.). The receipt must indicate the name of the person (may be hand-written if not on receipt) who made the purchase(s) and their relationship to you, if the purchaser is not yourself. Please see the guidelines above, in particular number 1, who is considered to be an eligible purchaser.
- □ **Disability**. An allowance for expenses related to a student's disability may be included in the cost of attendance. These expenses include special services, personal assistance, transportation, equipment, and supplies that are reasonably incurred and not provided by other agencies. If you have already claimed these items as a deduction on your Federal income tax return, your request cannot be approved. <u>Documentation required: 2020 Tax Transcript and proof of payment such as cancelled checks or official receipts (please total amounts).</u>



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may be fined, be sentenced to jail, or both.

*Number of (May 2023 CERTIFIC I, the unders Signature of CERTIFIC I certify tha	- August 2023) would nee CATION OF CHILD CA igned, certify that the information f child care provider CATION STATEMENT t all information reported	d to be a separate of the description of this docur	•	nonths is correct).			
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-	OF LEGAL DEPENDENT						
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	ur current marital status	:: ☐ Singl	e ☐ Married ☐ Separated/Divorced MONTHLY BABYSITTING/DAYCARE COSTS				
	ARE OR DEPENDENT	_					
<u>50</u>		osy arracina	manus and account to the sound of the sound				
elo	derly person was claimed a	as an exempti	ion, and information about the elderly person's incoming income. Also need to complete the form below.				
for	r an elderly relative residii	ng in their ho	ders made payable to the child care provider. If the s me, they must provide: tax return for the elderly per the elderly person, the parent's/student's tax return	son, bills from a long-			
СО	sts in the community for the	ne kind of car	the number and age of such dependents and will not be provided. <u>Documentation required: Copies of three</u>	e months of cancelled			
lin	nited to, class time, study t	ime, field wo	rk, internships, and commuting time for the student.	If approved, the			
	Child Care or Dependent Care . For a student with dependents, an allowance for costs expected to be incurred for dependent care may be included in your cost of attendance. This covers care during periods that include, but are not						
			ed to the United States Department of Education Insp				
ca	ncelled checks or official r	eceipts (pleas	se total amounts) for at least three months. Must also osts. Please note that providing false or misleading d	document how the			
<u>Do</u>	ocumentation required: Fo	r "room" you	need to provide a signed lease detailing your cost an personal" expenses, you will need to show proof of	<u>ıd time frame. For</u>			
			be increased is by 20%. Please provide a monthly but at your expenses exceed the amount allocated in yo				
	already based upon recent cost of living data for the University Park area. For such an adjustment to be considered, you must demonstrate your expenses in all of these categories as you may spend more in one area, but less in						
<u>yo</u> an	your financial aid award notification does not reflect your current situation, your cost of attendance may be adjusted Such adjustments are rare as the amounts used in your cost of attendance must be considered REASONABLE and are						
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