

Appalachian School of Law

Cost of Attendance Budget Increase Request, 2016-2017

Attaining a legal education is a significant investment of a student's time and financial resources. Students should be aware of all of their financial responsibilities and make wise financial decisions before, during and after they attend the Appalachian School of Law (ASL). Students need to realize that they are investing in their futures, but that the investment can be considerable. Therefore, it is highly recommended that students borrow conservatively at all times and be diligent in budgeting their money wisely.

ASL realizes that students come to the Law School from various backgrounds, experiences, and lifestyles; however, the student cost of attendance budget allows for a simple lifestyle – that of a law student. As the adage goes, "If you live like a lawyer while a student, you will live like a student when a lawyer."

Federal regulations govern the creation of the student cost of attendance budget and dictate that it cover only expenses incurred during periods of enrollment and may include only education-related expenses. Basic allowable items include tuition and fees, books and supplies, lodging and food, transportation, student loan fees, and certain personal/miscellaneous expenses. Items the government will **NOT** allow in the student cost of attendance budget include moving expenses, prior loan debt, credit card debt, car payments, and expenses incurred out of the student's actual period of enrollment. The regulations do allow for specific cost of attendance increases for special circumstances including students with disabilities to accommodate reasonable needs to attend classes; students paying dependent day care or adult day care expenses directly related to the student's attendance (not for job purposes); students who have medical/dental expenses not covered by insurance while enrolled; and a student's one time computer purchase expense.

To request a cost of attendance budget increase, please fully complete the attached form and submit the form and all **supporting documentation** to the Office of Financial Aid. If approved, the budget increase will allow you to apply for additional loan funds.

2016-2017 DEADLINES

FALL 2016

November 18, 2015

Our Office will begin to accept budget appeal forms beginning September 08, 2016. Appeal forms submitted after the 11/18/2016 deadline will be reviewed after 01/17/2017 to facilitate timely processing of the scheduled January financial aid and student refund check processing.

SPRING 2017

April 19, 2016

Appeal forms submitted after the April 19th deadline **will be considered on a case by case basis.**

I confirm that I have read the entire policy.

Signature: _____ Date: _____

Please read carefully – requests submitted without required documentation **will not** be reviewed

Allowance Budget and Required Documentation Type of Allowance	Standard Budget	Maximum budget Allowance	Required Documentation
Books and Supplies	\$1,500/yr.	Actual Cost	Submit receipts for all expenses, so we can calculate the amount in excess of the standard budget, reviewed only in Spring Semester.
Child/Adult Care	\$0	Actual Cost	Increase considered for child-care expenses incurred in order to allow student class attendance . Submit a personalized contract or a letter from your child-care provider describing services offered, dependent and their cost. Also, please provide proof of payment (canceled checks required) for at least two consecutive months.
Medical/Dental Expenses: (including insurance premiums)	\$0	Actual Cost	Only student expenses incurred and paid out of pocket (not covered by insurance) during the enrollment period (August 15, 2016-May 05, 2017) will be considered. Please provide an explanation of your condition and verify costs incurred via letters from a physician, proof of payment such as receipts or canceled checks. Estimates will not be accepted . Provide copy of insurance premium invoice.
BAR application fees	\$0	Actual Cost	Student must submit verification of registration for the BAR and the fee amounts from the States Website. Only one BAR application is allowed.
Extraordinary Rent/Utility expenses	\$550/mo or \$4,950		Rent/Mortgage (local only) – attach a copy of your lease or mortgage payment stub. If you are required to have more than a one-bedroom apartment and your rent exceeds our standard allowance of \$550 per month, we will review your appeal and documentation.
Expenses related to a disability	\$0	Actual Cost	Attach a letter describing your disability and the expenses you have incurred. Copies of bills, treatment plans, receipts for costs must also be submitted for consideration.
Major Auto Repairs	\$0		Expenses related to major auto repairs incurred during the enrollment period may be considered. Expenses for routine maintenance and travel expenses to and from campus will not be considered. An allowance is already included in your Cost of Attendance.
One time purchase of a Computer	\$0	Up to \$1,500	A student's one time computer purchase/rental expense. This can include the computer, MS Office or similar software suite, and rental insurance up to date of graduation.
Credit card debt, car payments, etc.	\$0	N/A	Prior loans or Consumer debt such is not an allowable expense.

2016-2017 Cost of Attendance Budget Increase Request Form

Print Your Name (Last, First, MI)

SSN

Class

Complete this form to request an increase to your 2016-2017 Cost of Attendance budget. Budgets can be increased only in limited circumstances for expenses incurred by and for the student. The following are allowable expenses for a budget increase. Please check the expenses that you are requesting to be included in your financial aid budget.

In addition to this form **you are required** to attach supporting documentation for each expense claimed (please refer to Cost of Attendance Policy on page 1-2). Only expenses incurred during the **period of enrollment for 2016-2017** will be considered.

Expense	Amount Requested	Amount Approved
Child/Adult Care		
Medical/Dental		
Extraordinary Rent/Utilities		
Bar Exam Application Fee		
Disability Expenses		
Books and Supplies		
Computer Purchase/Rental		
Auto Repairs		

Add on Origination Fees to above amount (Please initial) Yes No
 If no answer is given, default is to not include an increase in the origination fee currently 4.272% for Grad PLUS and 1.068% on Unsubsidized Loans

If your request is approved, any increase to your budget will result in additional Direct Loan assistance, up to your annual limit. If unmet eligibility exists beyond what can be covered by Direct Stafford Loans, a Direct PLUS loan will be offered; loan approval by the DOE is not guaranteed and in the event that a student is not approved for the additional loan, ASL cannot offer any other assistance.

CERTIFICATION STATEMENT: I certify that all information reported on this page is true and accurate to the best of my knowledge. I have also attached all required documentation if necessary. I understand that purposely falsifying information may lead to a cancellation of my aid and prevent me from receiving financial aid in future academic years.

Student Signature: _____

Date: _____

Total Increase approved: \$ _____

Financial aid processed? Y | N

FAO Signature: _____

Date: _____