



This form is to request that the Office of Student Financial Aid consider a possible increase to your existing budget due to unusual expenses incurred between August 2009 and July 2010. You must be enrolled at least half-time (6 hours undergraduate or 5 hours graduate) during these dates. Appeals for 2009-2010 will be accepted through the last day of the applicable semester.

Student Name:	NAU ID:
Phone:	NAU Email Address: _____@nau.edu
Student Mailing Address:	City:
State:	Zip Code:

******* IMPORTANT: Please read before proceeding. *******

- You must have a completed 2009-2010 financial aid file before we can process this appeal.
- Approval of this appeal may increase your total budget but does not necessarily mean you will be eligible for more in financial aid.
- For further information or questions regarding a budget increase, please contact your assigned financial aid coordinator at the following: [nau.edu/finaid/contact us/](http://nau.edu/finaid/contact_us/)

Please check the category that applies to your situation and attach the required documentation.

HOUSING EXPENSE- If you currently live off-campus and your rent exceeds \$794 per month.

- **Attach** a signed copy of your lease agreement verifying the amount of rent you pay per month. If you and another person(s) are listed on the lease agreement, only your portion of the rent will be considered and must exceed \$794. ***Utility expenses are not considered appealable.

COMPUTER EXPENSE/UPGRADE- You must have purchased/upgraded a computer between August 2009 and July 2010. The maximum amount of budget increase for computer is \$1,500 regardless of the cost.

- **Attach** a copy of dated receipt/proof of purchase indicating the purchase was paid by you between August 2009 and July 2010.
- If request is for a computer upgrade, please **attach** an explanation as to why you are upgrading your computer for school use.

TRANSPORTATION EXPENSE

- o Automotive Repair (i.e. new transmission, engine): You must have incurred this cost between August 2009 and July 2010. Amount of repairs will be allowed up to \$1,500 for the academic year regardless of the cost.
 - **Attach** an explanation as to why the repair was necessary.
 - **Attach** a copy of dated receipt/proof of purchase indicating repair was paid by you. Only paid repairs will be considered, no estimates.
- o For commuters that travel more than 25 miles one-way to attend Northern Arizona University or for emergency travel.
 - **Attach** explanation of where you are commuting to and from; include the number of days traveled per week.
 - For travel emergencies, **attach** explanation of reason for the travel and include copy of dated receipt/proof of purchase of paid travel expense.

***Travel expense does not include re-imbursement for moving expenses to attend school at Northern Arizona University.

CHILDCARE EXPENSE- Childcare may be added to your budget **if you pay these costs in order to attend school**.

- **Attach** a letter from provider on letterhead or if a relative is provider, attach a **notarized** statement indicating average cost per week/month for the academic year (August to May). OR
- If you are receiving assistance from the NAU Childcare Voucher Program (<http://home.nau.edu/studentlife/childcare.asp>) or the Department of Economic Security (DES), **attach** a statement from the source indicating the amount that is paid by them.

If your request is not listed above, you must contact your assigned financial aid coordinator at the following: [nau.edu/finaid/contact us/](http://nau.edu/finaid/contact_us/)

I certify that the attached explanation and documentation are true and that false or misleading information will be cause for repayment of financial aid funds received. I understand that if I do not provide adequate documentation, this request for review will not be processed.

Student Signature:	Date:
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