Albany College of Pharmacy
AND HEALTH SCIENCES
EST. 1881

Cost of Attendance Budget Adjustment 2017 - 2018

Student Name _____

Student ID _____

Date ___/___/_____

Dear Office of Financial Aid,

I am requesting an adjustment to my cost of attendance budget for the 2017-2018 academic year.

The Office of Financial Aid requires additional information before we may evaluate your request. Please select the categories for which you are requesting evaluation and attach the appropriate documentation to support your request. Your request will be evaluated after November 1, 2017. The Office of Financial Aid will review one request per academic year.

I am requesting a cost of attendance budget adjustment for the following items:

___ Room - I have attached a photocopy of my current lease agreement signed by all parties or a current mortgage statement to document my actual share of rent/mortgage paid during the academic period of enrollment.

___ Board - I have attached current grocery receipts for 3 consecutive weeks during the period of enrollment. I understand that my food expense adjustment will not exceed $50 per week.

___ Miscellaneous - I have attached monthly bills (all pages) for two consecutive months during the period of enrollment to document my actual share of utility costs for electricity, heat and/or basic telephone service.

___ Transportation - Request only, no documentation required - The Office of Financial Aid will calculate mileage for 4 roundtrips per academic year using the allowable mileage rate approved by the IRS for students living within New York State or within a 500 mile radius of the College.

___ Childcare Cost - I have attached a current copy of my formal childcare agreement indicating the weekly or monthly rate of dependent care paid by me.

Cost of attendance budget adjustments cannot be processed for items not required for college attendance, such as credit card debt, cable television, internet service, car payments or insurance. The Office of Financial Aid will review your request after November 1, 2017 and notify you accordingly.

I have read the above information and attached the appropriate documentation.

_____   _____
Student Signature   Date