

Student Information

Last Name: _____ First Name: _____ Middle I: _____ Person Number: _____

Your calculated cost of attendance includes allowances for reasonable expenses that you may incur while enrolled at UB. Budget increases will be considered for education related expenses that exceed the allowances already factored into your cost of attendance. An increase to your budget will only result in additional loan eligibility.

Term Designation

- I am requesting a budget increase for:
- Summer 2017 (Deadline Aug. 1, 2017)
 - Fall 2017 (Deadline Dec. 1, 2017)
 - Spring 2018 (Deadline May 1, 2018)
 - Fall 2017 & Spring 2018 (Deadline May 1, 2018)

Incurred Expenses and Required Documentation

Complete each applicable section. For each item selected, indicate the amount of the expense that exceeds the allowance already considered in your cost of attendance (financialaid.buffalo.edu/costs/index.php).

Additional Educational Expenses

Required Books and/or Supplies	\$
Computer Purchase – One-time adjustment for purchase of a computer to be used for educational purposes. Purchase must be made prior to submission of budget increase request. (Budget increases will not be considered for optional software, games, carrying case and other non-essential accessories.)	\$
Required Documentation:	
Proof of purchase (copy of dated paid receipt) in the student's name.	

Professional Student Expenses

First Professional License or Certification – License or Certification must be required in order to practice or be employed in the profession. Expenses must be incurred while you are enrolled at UB.	\$
Conference Required for Educational Program	\$
Bar Exam – Third year law students may request a one-time increase for expenses paid to take one bar exam (excluding preparation). Allowable costs include application fees, background check, finger printing, etc.	\$
Residency – Fourth year medical and dental students may request an increase for costs associated with residency interviews. Allowable costs include application fees, transportation and lodging.	\$
Required Documentation:	
The student must provide receipts or billing statements showing the date and detailing the associated costs. A memo from department chairperson verifying the requirement for the student's class or educational program may also be required.	

Housing Expenses

Rent or Lease Payments - Do not include mortgage, utilities, cable or cell phone expenses. Only payments that occur during the academic year will be considered. For most students, this equates to expenses over a 9 month period.	\$
Required Documentation:	
Copy of your current lease. If month-to-month, submit letter from landlord indicating the amount you currently pay.	

Person Number: _____

Incurred Expenses and Required Documentation, Continued

Dependent Child/Adult Care

Expenses incurred for dependent care during academic-related activity (class-time, study time, field work, internship and commuting). Exclude dependent care costs incurred while you are working or when another family member is caring for the dependent(s).	\$
Required Documentation: Dated paid receipt or invoice from the care provider listing the dependent(s) name(s) and the days and hours that care is provided.	

Transportation Expenses

Transportation Expenses - Standard maintenance expenses are not considered.	\$
Auto Repairs – For students who commute or have off-campus educational expenses. Do not include normal maintenance expenses such as tires and oil changes.	\$
Required Documentation: Itemization of expenses incurred during period of enrollment including purpose of travel, number of times per week you travel, and documentation of the length of commute. For necessary repairs, copy of dated paid receipt.	

Study Abroad Expenses

Expenses incurred.	\$
Required Documentation: Letter of acceptance to the study abroad program and documentation listing the dates and itemized costs associated with the program (tuition, fees, living and travel expenses, passport, etc.).	

Health Insurance Premiums

UB Medical Insurance charges must be reflected on your Student Accounts eBill. Budget increases for UB Medical Insurance will be processed AFTER the published waiver period end date, unless proof of waiver denial is submitted.	\$
Independent students who pay your own health insurance premiums. Only the amount for the student will be considered. Exclude amount paid for spouse and/or children.	\$
Required Documentation: Copy of email notification that waiver request was denied. Statement, receipt or invoice stating amount of health insurance paid.	

Certification and Signature

I certify that all information provided in this document is true, complete and accurate to the best of my knowledge. I further understand that any false statement or misrepresentation will be cause for denial, reduction, withdrawal, and/or repayment of financial aid. Also, purposely giving false or misleading information on this worksheet may lead to fines, jail sentences, or both. I authorize the University at Buffalo to make any change(s) necessary as a result of the updated information that I have provided.

Student Signature: _____ Date: _____