

Cost of Attendance Budget Appeal Form 2022-23 Award Year

The LSE recognizes that a student's total expenses for the academic year may exceed the LSE cost of attendance. This appeal form allows the Fees, Income and Credit Control Office to examine selected education-related expenses and evaluate your option for additional loan funding.



Student/Borrower Information

Student Name

LSE Student ID

SSN

Please select term.

Date

<u>COA Item</u>	<u>Weekly amount in \$</u>	<u>Total Amount for Term in \$</u>	<u>Office use only</u>
Room and board			
Rent/Utilities/food			
Child Care			
Computer			
Travel			
Other			
Total	\$	\$	



Important information

- ☐ Any items requested in this Budget Appeal must exceed your current budget to be considered.
- ☐ Please budget at least one month to receive additional loan funds if approved.
- ☐ The federal government requires all universities to set a cost of attendance (COA) for its students. In some circumstances, the financial aid office can exercise professional judgment to make adjustments to the standard COA. Adjustments must be reasonable, supported by appropriate documentation and must have occurred while the student is in attendance at the LSE.
- ☐ Loans must disburse before the end of the term. This form must be submitted at least one month prior to the end of the term to allow for processing time.
- ☐ Students are also required to complete any required documentation for the loan on www.studentaid.gov

**Documentation**

Documentation must be provided for all claimed items. Additional information may be requested at a later date:

<u>COA Item</u>	<u>Documentation required</u>
Room and board	Students need to exceed total Room & Board allowance to be considered for an increase. Documentation is required for all three categories. <input type="checkbox"/> Rent: Copy of signed lease <input type="checkbox"/> Utilities: Copy of bills (Gas, water, cable, mobile phone) <input type="checkbox"/> Food: Receipts for 2 weeks' worth of food purchases
Child Care	Receipt and notarized statement noting hours of care as well as age of child.
Computer	Payment receipt and credit/debit card statement. Note: an allowable COA item is already included for a computer, please provide reason for additional budget item.
Travel	Airfare receipt/printout for international travel home, if destination does not match the permanent address LSE has on file, please provide reason below.
Comments if required.	

**The following are not eligible expenses.**

- ☐ Car/Rental/Parking/Gas/
- ☐ Mobile/Cell Phone Device
- ☐ Club Dues & Activity Fees
- ☐ Conferences (even required ones)
- ☐ Credit Card Debt
- ☐ Dry Cleaning
- ☐ Deposits (related to Academic Travel)
- ☐ Entertainment
- ☐ Furniture
- ☐ Job Search
- ☐ Medical Expenses
- ☐ Moving/Security Deposits
- ☐ Recruiting Events
- ☐ Undergraduate Student Loans
- ☐ Wardrobe Expenses

Certification Statement

- ☐ I understand that I must provide Fees, Income and Credit Control Office with the necessary documentation (outlined on Page 2) for the above education-related expenses.
- ☐ I also acknowledge that this appeal does not automatically guarantee a budget increase and requested amounts might be reduced or denied.
- ☐ If my appeal is approved and the budget allows for additional loans, I approve the LSE Fees, Income and Credit Control Office to advise allowable limit.
- ☐ I confirm all the information on this form is true and accurate to the best of my knowledge. The penalty for giving false information may include the forfeiture and return of any Federal funds received.



Borrower Signature

Date



This form should be returned to the Fees, Income and Credit Control Office – email address
fees@lse.ac.uk

Office Use only:

Salesforce case number

Review date

Processed date