



BUDGET REVIEW REQUEST

Student Name _____ **ID Number (7 digits)** _____

PROCESS AND REQUIRED DOCUMENTATION

Federal regulations allow financial aid administrators to use professional judgment for students who have higher than average education related expenses that could affect their ability to pay for their education.

Expenses must have been incurred by you during the academic year to be considered. We cannot consider expenses for children, spouse, parents, etc.

If you have exceptional living or educational expenses that are significantly higher than the average cost of attendance, you may request a review of your expenses.

- Access <https://twu.edu/finaid/estimated-cost-of-attendance/> to compare your expenses to the average Cost of Attendance (COA).
- If you have exceptional expenses as compared to the average COA, submit the following:
 - Write a personal statement that describes your exceptional expenses. Include your name, TWU student ID number, email address and phone number within your personal statement.
 - Provide a list of your monthly expenses. Exclude any vehicle payments and credit card payments.

Allowable Exceptional Expenses Examples		
Rent	Food	Health Insurance
Utilities	Cost to meet special physical or educational needs	
Required books and supplies	Transportation expenses such as insurance or gas (not vehicle payment)	

- Provide supporting documentation of your monthly expenses provided in your list. (i.e. copy of lease, copy of bills, copy of bank statement, etc.)
- Submit your personal statement and documentation to the Financial Aid Office. **A Budget Review Request will ONLY be accepted when this form is completed and submitted with required supporting documentation.** Please allow four to six weeks for the review process to be completed. You will be notified whether or not the review of your expenses has resulted in any additional financial aid awards.

CERTIFICATION AND SIGNATURE

I certify that this information is complete and accurate and I have included appropriate supporting documentation. Further, I understand that because of funding limitations, an increase to my COA typically results in being considered for funding through the Federal Direct Student Loan (within your borrowing limits), the Federal Direct Grad PLUS, the Federal Direct Parent PLUS and/or private loan programs.

Student Signature

Date