

## 2024-2025 Costof Attendance Adjustment Form

	Submit securely ksu.edu/sfa/uploa		<b>Deliver in person:</b> 119 Anderson Hall   919 Mid Manhattan, Kansas 66506-0	•	
Student's Name (Last, First, MI)			Wildcat Identification Number		
Student's K-State Email Address			Student's Phone Number		
University during an academic yea materials, supplies and equipment our office may be able to adjust th	r. Education related c , transportation, and r e student's cost of atte	costs include: tuit miscellaneous. If endance. Adjusti	lated costs incurred while attending on and fees, housing and food, book a student experiences a change in hi ments could consist of adding new contee additional federal financial aid e	ks, course is/her expenses, osts or increasing	
I am requesting a Cost of Attendar	ice adjustment for (ch	eck one):			
☐ Fall/Sprin	g 🔲 Fall only	☐ Spring only	Summer only		
graduate/professional stull am a(n): Graduate  • Your cost of attendance whardware and/or software detailing the cost.  Enrolled in a course that requile Typically the field trip is a Submit documentation from Child care expenses  • Submit documentation from statements, etc.).  • Child care expenses may be projects, labs, etc.  • List below the children under the common content of the cont	the cost of a computed dent.  Veterinary Medicine ill be increased by a standard in the increased by a standard in the stude of the stude in the age of 12 for well as the included if the stude in the age of 12 for well as the included if the stude included if the studen included if the stude included if the stude included if the studen included if the studen included in th	er may occur once  Undergrace tandard amount of er is required, sub ence (not study al estic trip approxi ortment, or instruct ovider which deta ent is incurring the	e as an undergraduate and once as a luate – Major:unless your college or department re mit documentation from your collegoroad) mately one week in length. Extor that details the cost of the field to ils the monthly expense (e.g. contractive expense while attending class, stup paying dependent child care expense	rip.  t, monthly dy sessions, group	
Name of	Child	Age	Date Child Care Begins		

	<ul> <li>My Tuition and Fees exceed the amount already included in my co</li> <li>Excess tuition and fees only applies to students who are enrol</li> <li>Undergraduate – 15 Credit Hours</li> <li>Graduate – 6 Credit Hours</li> <li>Veterinary Medicine – 21 Credit Hours</li> </ul>				
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	<ul> <li>My Housing and Food exceeds the amount already included in my cost of attendance.</li> <li>Submit a copy of your lease agreement indicating your portion of the rent.</li> <li>Submit a written statement detailing your monthly food/grocery expenses.</li> <li>Submit copies of the past three (3) month's utility statements (ie. water, trash, electricity, gas, internet, cable, phone, etc.) indicating your portion.</li> <li>Note: Adjustments made for this category must reflect a reasonable expense; not all adjustments will be accepted due to the lifestyle choice of the student.</li> </ul>				
	<ul> <li>My Transportation expenses exceed the amount already included in my cost of attendance.</li> <li>Submit documentation for any recent maintenance or operating expense you may have incurred</li> <li>Submit documentation of airfare expense to travel home during holiday breaks</li> <li>Your cost of attendance may be increased if your daily commute to campus exceeds 60 miles.</li> <li>Please provide the following:</li> </ul>				
	Student's Street Address	umber of Commute days/week			
	City State Zip D	aily Miles Roundtrip			
The I ur	Certification Statement The information contained in this request and any supporting docume I understand that submission of this form does not guarantee a change				
_	Signature of Student (required)  Digital signatures are not accepted.				