

**Submit securely online:**  
ksu.edu/sfa/upload

**Deliver in person:**  
119 Anderson Hall | 919 Mid-Campus Drive North  
Manhattan, Kansas 66506-0107

Student's Name (Last, First, MI)

Wildcat Identification Number

Student's K-State Email Address

Student's Phone Number

The Cost of Attendance (COA) represents an estimate of the education related costs incurred while attending Kansas State University during an academic year. Education related costs include: tuition and fees, housing and food, books, course materials, supplies and equipment, transportation, and miscellaneous. If a student experiences a change in their expenses, our office may be able to adjust the student's cost of attendance. Adjustments could consist of adding new costs or increasing existing costs. **Note:** Increasing your cost of attendance does not guarantee additional federal financial aid eligibility.

I am requesting a Cost of Attendance adjustment for (check one):

Fall/Spring

Fall only

Spring only

Summer only

**Check the boxes that apply and submit the corresponding documentation.**

Purchase of a computer

- By selecting this adjustment reason, I indicate that I have purchased or rented a computer.  
I am a(n):      Graduate      Veterinary Medicine      Undergraduate      Major: \_\_\_\_\_
- Your cost of attendance will be increased by a standard amount unless your college or department requires specific hardware and/or software. If a specific computer is required, submit documentation from your college or department detailing the cost.

Enrolled in a course that requires a Field Trip experience (not study abroad)

- Typically the field trip is a short, faculty led domestic trip approximately one week in length.
- Submit documentation from your college, department, or instructor that details the cost of the field trip.

Dependent care expenses

- Submit documentation from your child/adult dependent care provider which details the monthly expense (e.g. contract, monthly statements, etc.).
- Child/adult dependent care expenses may be included if the student is incurring the expense while attending class, study sessions, field work, research, internship, commuting time, as well as other educational endeavors.
- List below the dependents included in family size for whom you will be paying dependent care expenses.

Name of Child/Adult Dependent	Age	Included in Family on FAFSA (Y/N)	Date Care Begins
(Example) Betty Wildcat	89	Y	08/15/2024

## Disability related expenses

- Submit documentation for costs associated with the disability if the expenses are not already covered by another organization.
- Disability related expenses include: special services, personal assistance, transportation, equipment and supplies.

Expense	Amount	Covered By?

**The following items may be increased if your actual expense is greater than the amount already budgeted. Review your estimated Cost of Attendance by navigating in KSIS to: *Student Center > View Financial Aid > 2026> My Financial Aid Details***

My Tuition and Fees exceed the amount already included in my cost of attendance.

- Excess tuition and fees only applies to students who are enrolled above the base enrollments listed below:
  - Undergraduate – 15 Credit Hours
  - Graduate – 6 Credit Hours
  - Veterinary Medicine – 21 Credit Hours

My Books, Course Materials, Supplies and Equipment exceed the amount already included in my cost of attendance.

- Submit copies of your receipts indicating the amount spent on books and/or supplies

My Housing and Food exceeds the amount already included in my cost of attendance.

- Submit a copy of your lease agreement indicating your portion of the rent.
- Submit a written statement detailing your monthly food/grocery expenses.
- Submit copies of the past three (3) month's utility statements (ie. water, trash, electricity, gas, internet, cable, phone, etc.) indicating your portion.

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.

My Transportation expenses exceed the amount already included in my cost of attendance.

- Submit documentation for any recent maintenance or operating expense you may have incurred
- Submit documentation of airfare expense to travel home during holiday breaks
- Your cost of attendance may be increased if your daily commute to campus exceeds 60 miles.  
Please provide the following:

\_\_\_\_\_  
Student's Street Address

\_\_\_\_\_  
Number of Commute days/week

\_\_\_\_\_  
City

\_\_\_\_\_  
State

\_\_\_\_\_  
Zip

\_\_\_\_\_  
Daily Miles Roundtrip

### Certification Statement

The information contained in this request and any supporting documents is true and complete to the best of my knowledge. I understand that submission of this form does not guarantee a change in my financial aid eligibility.

\_\_\_\_\_  
Signature of Student (required)

\_\_\_\_\_  
Date