



Budget Increase Request

Student Name: _____ **MHCC ID Number:** _____ **Award Year:** _____

Each student is given a standard budget (also known as Cost of Attendance) for tuition and fees, books and supplies, room and board, transportation, and personal expenses for the academic year. In certain cases, you may request an increase to that budget, but only one budget increase request may be submitted each award year. If approved, your budget can only be increased for expenses that you are responsible for and there is no guarantee it will result in increased awards. Increasing your budget by the approved amount creates additional need, which MAY increase your loan eligibility (NOTE: Not all students may have additional loan funds available).

Only submit this form if:

- You have already completed the FAFSA for the award year listed above
- You have completed and submitted any additional information requested by the Office of Financial Aid (see [MyMHCC](#))
- You have completed the [Entrance Counseling and Master Promissory Note \(MPN\)](#) for undergraduate student loans

A. CATEGORIES & DOCUMENTATION (Check all expenses that you are asking to be included in your budget)

CATEGORY & DESCRIPTION	DOCUMENTATION (REQUIRED)	ADDITIONAL INFO (REQUIRED)
<input type="checkbox"/> Dependent Care Expenses: <i>Includes costs of care for a dependent that are <u>necessary for a student to attend school</u>. A dependent may include persons other than children (such as elderly dependent parents).</i>	<input type="checkbox"/> Most recent dependent care invoice or receipt <input type="checkbox"/> Signed written statement documenting care schedule (i.e. time of day, days per week) and monthly costs.	Name(s) and age of dependents: _____ _____ _____ _____ Terms I need assistance: SU / FA / WI / SP
<input type="checkbox"/> Disability-Related Expenses: <i>Includes special services, personal assistance, transportation, equipment, and supplies that <u>are reasonably incurred, necessary to attend school, and not paid by another organization.</u></i>	<input type="checkbox"/> Letter on letterhead from the service provider(s) describing services provided and their costs	Expenses are (circle one): Monthly or Annual? Amount of expenses paid by other organization or benefit (if none, put zero): \$ _____ Total expenses for student after amount paid by other organization or benefit: \$ _____
<input type="checkbox"/> Travel Expenses: <i>Includes expenses incurred for off-campus travel to/from an internship site, for clinical practice, or for study abroad program (<u>must be a course or program requirement</u>).</i>	Internship/Clinical Only: <input type="checkbox"/> Class syllabus showing travel requirement <input type="checkbox"/> Google map showing round trip mileage from MHCC to destination Study Abroad Only: <input type="checkbox"/> Proof of deposit <input type="checkbox"/> Estimated costs worksheet (provided by study abroad program)	Required days per week: Required weeks per term: Terms I need assistance: SU / FA / WI / SP
<input type="checkbox"/> Computer: <i>This is a <u>one-time only</u> expense during your education at MHCC for purchase of a computer (not a tablet or mobile phone). Maximum increase is limited to \$850. IMPORTANT: Check with Financial Aid <u>before</u> purchasing a computer to see if you have loan eligibility.</i>	<input type="checkbox"/> Copy of a receipt in your name verifying proof of purchase for the computer and/or necessary software.	Amount of purchase: \$ _____

[COMPLETE SIGNATURE ON NEXT PAGE]

By signing this form, I understand that this does not guarantee additional funding and that the Office of Financial Aid has the right to deny my request. I certify that all information reported in this form and accompanying documentation is complete and accurate to the best of my knowledge and ability.

I understand that if my request is not approved, I am responsible for payment of all expenses, including purchases made at the MHCC bookstore. I may be subject to future registration and transcript holds until all amounts due (including principal, all fees and collection costs) are paid in full.

NOTE: Only a handwritten signature will be accepted. Digital signatures will NOT be accepted.

Student Signature

Date