

2019-20 Petition for Increased Cost of Attendance (COA)

Please use this form to request an increase to your 2019-20 standard COA, which includes tuition/fees, food/housing, books/supplies, transportation and personal expenses. Student COA can only be increased for educationally related expenses incurred by and for the student during the student's period of enrollment, and only by amounts above those already included in the standard COA. Return completed petitions to the Office for Student Financial Affairs.

Please check the term(s) you will incur these expenses. Fall 2019 Spring 2020 Summer 2020

Please read below for acceptable documentation verifying your expense for each category.

Type of Allowance	Standard COA Per Term	Required Documentation
<input type="checkbox"/> Tuition and Fees	\$3,190 Undergraduate \$3,190 Innovation Academy \$1,938 UF Online \$6,370 Graduate	Attach copies your tuition statement. Your request cannot include late fees or excess surcharges.
<input type="checkbox"/> Books and Supplies	\$425 Undergraduate \$425 Innovation Academy \$425 UF Online \$425 Graduate	Attach copies of receipts. Please number your receipts/cancelled checks and summarize on a single page.
<input type="checkbox"/> Food/Meal Plan	\$2,235 Undergraduate \$1,903 Innovation Academy \$2,235 UF Online \$2,235 Graduate	Attach copies of documentation indicating your meal expenses exceeds the standard COA budgeted amount.
<input type="checkbox"/> Transportation	\$555 Undergraduate \$463 Innovation Academy \$65 UF Online \$555 Graduate	Documentation of round-trip mileage and frequency of commutes per week or gas receipts along with statements of average weekly travel costs. Submit copies of receipts, an itemized statement reflecting the costs and description of repairs performed and proof of payment. Car repairs are an allowable request with adequate documentation; however, purchase or lease of a vehicle is not an allowable request for adjustment to COA.
<input type="checkbox"/> Housing	\$2,875 Undergraduate \$2,303 Innovation Academy \$2,875 UF Online \$4,455 Graduate \$0 Undergrad living with parent	Copy of your signed lease or monthly mortgage statement. You must be listed on the lease or mortgage to be considered for an adjustment.
<input type="checkbox"/> Trips	\$0	Attach a departmental letter indicating costs and that the trips are a class requirement.
<input type="checkbox"/> Child Care	\$0	Have your child care provider complete the "Child Care Expense Verification" section of this form.
<input type="checkbox"/> Health Insurance	\$0	Attach copies of paid receipts or your UF account activity with Health Insurance charges.
<input type="checkbox"/> Other	\$0	Please discuss with your financial aid adviser.

I certify that the information provided on this form and all attached documents is true, complete, and accurate. I understand that purposefully providing false information could result in a reduction and/or repayment of aid, and/or denial of future appeals in this and future years.

Student Signature _____ Date _____

Child Care Expense Verification (To be completed by child care provider.)

Name of Child Care Provider:			Phone:	
Address:				
Provider's relationship to child(ren):				
Child's name:	Child's age	Number of hours of care / month	Hourly / weekly rate charged	Total monthly fees excluding subsidies
1.				
2.				
3.				
Child care began or will begin:			Child care will end:	
(mm/dd/yyyy)			(mm/dd/yyyy)	
As a child care provider for this student's child(ren), I certify the above stated information is true and correct to the best of my knowledge.				
Signature of Care Provider _____			Date: ___/___/___	

Decision

You may check with your financial aid adviser no sooner than one week after the submission of your petition to find out if it was approved or denied. The actual revision of your financial aid could take an additional two to three weeks, depending on the volume of petitions at the time.

All actions resulting from the petition process are contingent upon fund availability and any processing deadlines that may be in effect at the time of petition approval.

If your request is approved, any increase to your student COA will, in most cases, be funded with an additional Direct Loan up to your annual limit. If your financial aid is revised you will receive a notification from our office. Requests must be submitted at least two (2) weeks prior to the end of the semester.

Petition Decision (Do not complete—for office use only.)

Denial:

1. Documentation does not exceed standard COA amount per term.

2. Additional documentation needed. Please indicate what is needed. _____

3. Other _____

Approval:

COA/Budget increase amount \$ _____ Type of allowance: _____

Completed by: _____ Date _____

Approved by: _____ Date _____