

## 2015-2016 Budget Appeal Letter

**Fall Deadline: Friday, November 6, 2015**  
**Spring Deadline: Friday, April 1, 2016**

Student's Name: \_\_\_\_\_ Univ. ID: N\_\_\_\_\_

1. Please select the semester(s) for which you would like to increase your budget:  
 Fall 2015/Spring 2016 (9 months)   
  Fall 2015 (4.5 months)   
  Spring 2016 (4.5 months)
2. Fill in the table below by itemizing your additional budgetary needs:

Budget Item	Monthly \$ Amount (where applicable)	Total \$ Amount (For period indicated in #1 above)	FOR FINANCIAL AID USE ONLY (Please do not mark)
Child Care	\$	\$	
Room & Board <ul style="list-style-type: none"> <li>• Rent/Lease</li> <li>• Utilities/Phone</li> <li>• Food</li> </ul> <i>Documentation is required for all three (3) categories</i>	\$	\$	
Travel Home	\$	\$	
Computer	\$	\$	
Academic Travel	\$	\$	
Other	\$	\$	
<b>TOTAL</b>	<b>\$</b>	<b>\$</b>	

I understand that I must provide the Stern Graduate Financial Aid office with proper documentation (outlined on Page 2) for the above **education-related** expenses. I also acknowledge that this appeal does not automatically guarantee a budget increase and requested amounts might be reduced or denied.

\_\_\_\_\_  
 Student's Signature \_\_\_\_\_  
 Date

**Please budget at least one month to receive additional loan funds if approved.**

### Budget Adjustment Policy

The federal government requires all universities to set a cost of attendance (COA) for its students based on a nine-month academic year. Universities use this figure as a basis for awarding financial aid. NYU recognizes that a student's total expenses for the academic year may exceed the NYU standard COA. This appeal form allows the financial aid office to examine selected **education-related** expenses and evaluate your option for additional loan funding. In some circumstances, the financial aid office is allowed to exercise professional judgment to make adjustments to the standard COA. Adjustments must be reasonable, supported by appropriate documentation and must have occurred while the student is in attendance at NYU Stern. Please see below for instructions:

Budget Item	Required Documentation
Childcare	Receipt and Notarized Statement. Adjustments will only be made for the time periods in which the student is attending class. Include letter noting the hours of care.
Room & Board <ul style="list-style-type: none"> <li>• Rent</li> <li>• Utilities/Phone</li> <li>• Food</li> </ul>	<p><i>Note: Room &amp; Board allowance totals \$12,600/semester prior to budget appeal.</i></p> <p>Copy of signed lease</p> <ul style="list-style-type: none"> <li>• If more than one tenant is listed, costs will automatically be divided accordingly.</li> <li>• If student is subletting, a copy of the sublettor's lease is required. Also needed, is a signed letter from leaseholder stating the student's monthly rent obligation. In the absence of this letter, canceled checks may be submitted as documentation.</li> </ul> <p>Bill/Credit Card Statement of gas, heat, electricity, water, cable, etc.</p> <p>Receipts for one week worth of food purchases OR            Credit card statement showing grocery store and/or dining establishment charges only</p>
Travel Home	Receipt/Printout (coach section only). Only ONE roundtrip ticket per semester is permitted. Maximum amount considered for review is \$500 per ticket.
Computer	Bill/Receipt/Printout/Credit Card Statement. Only ONE purchase per degree is permitted.
Academic Travel (DBI/Study Abroad)	<ul style="list-style-type: none"> <li>• Receipt/Credit Card Statement/Bill showing fee charged</li> <li>• Airfare: Receipt/Printout (coach section only)</li> </ul>

**The following expenses CANNOT be appealed:**

Car/Rental/Parking/Gas/Tolls  
 Cell Phone Device  
 Childbirth  
 Club Dues & Activity Fees  
 Conferences (even required ones)  
 Credit Card Debt  
 Dry Cleaning

Entertainment  
 Furniture  
 Job Search  
 Moving/Security Deposits  
 Professional Testing Fees  
 Renters Insurance  
 Storage

Summer Living Expenses  
*(Exceptions: Langone & EMBA summer attendees)*  
 Treks  
 Undergraduate Student Loans  
 Wardrobe Expenses  
 Weddings