



ADDITIONAL REQUEST PROCESS

Student Name: _____ Program: _____

ID: _____

Eligible students who have been initially awarded financial aid but need additional aid may submit an Additional Aid Request at Office of Student financial aid.

By submitting this request, I certify that:

_____ I meet the Direct Loan criteria above, if requesting an Unsubsidized Direct Loan or Graduate Plus Loan.

_____ I have given careful consideration of my individual circumstances and needs by **reviewing** my current award package.

_____ I have reviewed my direct loan history at NSLDS or by Inceptia Loan history received at www.nsls.ed.gov

_____ I understand that my request may be denied due base of ineligibility.

_____ I will use my financial aid for **educational purposes only**.

_____ I understand that any additional loan requests are tentative and final eligibility still needs to be determined by office of student financial aid.

I certify that:

- ❖ I will comply with the procedures and schedules established by the PHSU Office of student financial aid and in regard to the management of financial aid program.
- ❖ I have been explaining the eligibility requirements, disbursement and repayment of funds applicable to each financial aid program.

Name of student: _____

Signature: _____

Authorized Staff: _____

Date: _____

Additions to Your Basic Budget Considerations

On occasion, additional expenses may be included in your budget; however, this must be discussed with a staff member of the Office of Student Financial Aid prior to applying for financial aid. Receipts or quotations will be required for approval of any additional expenses. Budget adjustments based on these expenses will be made only once per semester and will be met with loan funds. Below, find some additional expenses that could potentially be approved as additions to your basic budget, as well as some that will not be approved.

Expenses that May Be Approved as Additions to Your Basic Budget

Child Care Expenses

You may request that **reasonable** child care costs be included in your budget. If you are a single parent, the full cost can be added to your budget. If you are married, half the cost can be added to your budget (your spouse will be expected to pay the other half).

Automobile Repairs

Repairs to keep your car in safe running condition can be added to your budget. **Cosmetic repairs will not be approved. The maximum yearly increase for transportation expenses is \$1,200.**

For medical students

Costs incurred in traveling to a residency interviews.

For PsyD program

Fees charged to take a licensing exam and costs of applying for and obtaining the license or certification

Licensing exam review will be considered.

For **study-abroad** programs **approved for credit** by the student's home institution, reasonable costs associated with such study will take in consideration.

Expenses that Cannot Be Approved as Additions to Your Basic Budget

Repetition of USMLE (1 & 2)

For students that already took and failed the exam, no additional funds will be available under Title IV funds (Direct loans).

Relocation Expenses

Incoming Students: Moving costs, including your first and last month's rent, security deposits, furnishings, labor, or shipping expenses, cannot be included in your budget. Incoming students need to plan carefully for the cost of moving. If you need a letter stating that you'll be receiving financial aid to sign a lease for an apartment, please contact the Office of Student Financial Aid.

Graduating Students: See Residency and Relocation Loan page for more information at www.psm.edu historical private lender list. Relocation loan applications are available for this type of expenses.

Consumer Debts

Consumer debts cannot be included in your budget.

Family Member Cost of Living

The Cost of Education cannot include expenses for family members. This budget is designed for **only you as a student**, regardless of your marital or family status. Check out helpful budgeting tools and resources to help with planning your family budget.

