

**REQUEST FOR COST OF ATTENDANCE BUDGET INCREASE
CHILD CARE EXPENSES**Student Name: _____ Student ID Number: _____

You may request to increase your Cost of Attendance budget and apply for additional loans to assist with child care expenses incurred during periods of enrollment at the University of St. Thomas.

Documentation required:

Documentation of child care expenses incurred by you (the student) for your dependent child(ren) during periods of enrollment must:

- Be provided on letterhead from a licensed and certified day care facility/provider
- Include contact information of the child care facility/provider
- Indicate the weekly rate you pay and/or will pay
- List the name and age of each child receiving the care

If applicable, will your spouse/partner also be enrolled at a post-secondary school during the current academic year?

Yes No

- If yes, did your spouse/partner request a Cost of Attendance increase for these same child care expenses at that school?

Yes No

Please note, if you reported on your FAFSA that you are married, your Cost of Attendance budget increase may include 50% of the expenses reported on the above documentation.

I certify that the information I have provided is true. I understand that misrepresentation of facts in connection with this form may be sufficient cause for cancellation or repayment of my financial aid. I also understand that I may be required to provide proof of payment (i.e. invoices/billing statements showing payments made, cancelled checks, bank statements) for these expenses at the end of each term to document total out of pocket costs incurred.

Student Signature: _____ Date: _____
(Original Signature Required)

Scan and e-mail to financialaid@stthomas.edu

Financial Aid Office Use Only:	Aid Year: _____
___ Approved ___ Denied Amount: _____ Comments: _____	
FAO Signature: _____	Date: _____