



2021-22 OMS4 BUDGET REVISION REQUEST

Student Name (print): _____

Your PNWU budget (cost of attendance) may be adjusted to include additional allowable costs incurred to meet your educational needs (student or dependent child only, per federal regulation). Requests are reviewed on a case-by-case basis to determine approval. Documentation of the additional expense must be attached to this request. If approved, additional expenses are funded with increased loans.

Check all boxes below that apply to your request. Attach documentation. Definition of required documentation is listed on page 2.

LIVING EXPENSES

- Rent/mortgage payment: My rent or mortgage payment exceeds \$825/month. Monthly cost is \$_____
Food: My monthly food purchases exceed \$400/month. Monthly cost is \$_____ (limited to \$800 max)
Utilities: The monthly average of my total utilities (electricity, W/S/G, heating oil, wood pellets, etc.) exceeds \$129 per month. My monthly average of all combined utilities is \$_____
Renter's insurance: The monthly cost for renter's insurance exceeds \$19/month. Monthly cost is \$_____
Internet: The monthly cost for my Internet exceeds \$47/month. Monthly cost is \$_____
Telephone/cell phone: The monthly cost for my phone exceeds \$85/month. Monthly cost is \$_____
Child Care: Child care costs exceed \$7500 per academic year (\$833/month). Monthly cost is \$_____

BOOKS/SUPPLIES

- Laptop needs repair/replacement, per the PNWU Help Desk (budget increase is limited to \$1000). Cost: \$_____

TRANSPORTATION AND TRAVEL

- I have recently paid for car repairs, or have a shop estimate for future repairs, other than routine maintenance. I have attached receipts or shop estimates showing a total cost of \$_____
I have recently paid for new tires, or have a shop estimate for the purchase of tires. I have attached receipts or a shop estimate showing a total of \$_____
My auto insurance exceeds \$98/month. Monthly cost is \$_____
ROTATIONS: My expense for rotations will exceed the PNWU estimate of \$4,273. I have completed and attached the OMS4 Financial Aid Budget Revision Request for Rotation Expenses worksheet as documentation.
RESIDENCY INTERVIEW & TRAVEL: I am requesting additional funds to cover residency interviews and travel expenses in the amount of \$_____. (OMS4s can request up to \$5500 for these expenses. Documentation of these expenses is required. See page 2 for further information.)

MISCELLANEOUS/PERSONAL

- My health insurance premium exceeds \$85/month (\$1020 annually). Monthly cost is \$_____
I have current medical dental vision prescription counseling costs not paid by insurance. (Deductible counts as cost not covered by insurance.) I have attached documentation of this expense.
OTHER: I have other expenses not listed on this form that I wish to have considered. I have attached documentation.

SIGNATURE AND AID REVISION APPROVAL

- I request the increase(s) to my budget as noted above and I accept additional federal loans to assist with payment of these costs. Furthermore, I understand that the Federal Direct Unsubsidized Loan will be increased first, if I have remaining eligibility, and the Federal Direct Graduate PLUS Loan will also be increased if unsubsidized loan is not accessible.
I understand that all loan increases must be divided into TWO EQUAL DISBURSEMENTS BETWEEN SUMMER AND SPRING SEMESTERS.

Student signature _____

Date _____

DOCUMENTATION REQUIRED FOR ADJUSTMENT TO STUDENT'S BUDGET INCREASE

LIVING EXPENSES

- Rent/mortgage payment: You must attach a copy of your rental agreement or copy of mortgage payment.
- Monthly food costs: You do not need to provide receipts for groceries. Stating your monthly expense in writing (either on this form or via email) is sufficient.
- Utilities: You must provide documentation of 12 months of utility costs (any 12-month period, whether January-December or July 2020-August 2021, for example) to document what the *average monthly* cost is. Please contact your utility provider to request this information for your residential address, or go online to get a printout of this information. Tell your utility company that you are documenting 12 months of expenses for your school budget.
If you use heating oil or wood pellets, you must clearly show what your annual/monthly cost for fuel is.
- Renter's insurance: You must attach a copy of your monthly or quarterly billing.
- Internet: You must attach a copy of your monthly billing. If bundled, you must clearly show Internet cost only.
- Telephone/cell phone (**student's phone**): You must attach a copy of your monthly billing. If bundled, you must clearly show phone cost only.

BOOKS/SUPPLIES

- Laptop repair or replacement: Sometimes repairs or replacement may be necessary. **You must FIRST contact PNWU Help Desk** (IT Department) and have them look at your laptop. They may be able to make the repair for you. If they recommend off-campus repair or replacement, have them provide you with a written statement and attach it to your budget increase request.

TRANSPORTATION AND TRAVEL

- Car repairs (**student's primary vehicle only**): Attach receipts for work that has been completed, or a shop estimate for future repairs (other than routine maintenance such as oil changes).
- Tire purchase (**student's primary vehicle only**): Attach a receipt for your purchase or a shop estimate for your future purchase.
- Auto insurance (**student's primary vehicle only**): You must attach a copy of your monthly or quarterly billing.

MISCELLANEOUS/PERSONAL

- Health insurance (**student only**): You must attach a copy of your monthly or quarterly billing.
- Medical/dental/vision/prescription/counseling expenses not covered by insurance (**student only**): You must attach documentation of these expenses, which is usually a billing showing what you owe after insurance/deductible has been applied.
- Residency Interview and Travel: You can request additional funds for residency interview and travel expenses, up to \$5500. Travel details and receipts or estimates are required.
- OTHER: If you have expenses not listed on this form that you wish to have considered, please attach an explanation of what this expense is and any applicable documentation to confirm the expense.

OMS4 Financial Aid Budget Revision Request for Rotation Expenses
Rotation Schedule
 (Refer to <https://pnwucom.sharepoint.com/sites/ClinicalRotationResources> for Rotation Requirements and Scheduling)

The table below is to help you determine if your expenses for clinical rotations travel exceed the PNWU estimate (\$4273). All OMS4 students already have an extra \$4273 built into their cost of attendance for clinical rotations travel, so we can only consider costs exceeding that estimate. **Do not include expenses that have been covered by PNWU**, such as the housing allowance provided by PNWU for core rotations occurring more than 50 miles or more than one hour driving distance from where didactics are held **OR** the gas stipend that may be available should a student decide to drive to/from the rotation site that is 50 miles one way or one hour driving distance from didactics (see *SharePoint/Clinical Rotation Resources/Site Pages/Reimbursement Requests* for more information). Receipts or online booking confirmations are **REQUIRED** for airfare, lodging/housing, car rental, parking costs, taxi/subway, etc. There is no reimbursement for meals.

Course #	Core Rotation	Location	# of Weeks	Start Date	End Date	Related Expenses							
						Air Fare Cost	Mileage to Rotation Site*			Car Rental Cost	Extra Housing Cost	Other (itemize)	
							Miles driven one way	# days per week	# of weeks				

* If you wish to have your mileage considered, you must provide a printout of an online map showing the starting address and the ending address, along with miles driven. Keep in mind that according to *SharePoint Reimbursement Requests*, a “gas stipend may be available should a student decide to drive to/from the rotation site that is 50 miles one way or one hour driving distance from didactics.” PNWU reimbursement is a MUCH better option for you to investigate rather than taking out additional loan.