Student’s University ID: □□□□□□□□□□□□□□□□□□□□□□ or SIS ID: □□□□□□□□□□□□□□□□□□□□□□

Student’s Full Name: ______________________________________________________________________

Federal regulations give Student Financial Services the ability to adjust a student’s Cost of Attendance (COA), on a case-by-case basis, to purchase a computer for educational use. This process is allowed only once during a student’s enrollment at the University of Virginia. **The maximum COA increase for the purchase of a computer is $3,000, which may include the cost of a printer and other peripheral devices.**

By increasing your COA, you may become eligible for additional loan money in the form of Direct Subsidized (undergraduate students only), Direct Unsubsidized, Parent PLUS loans and/or Graduate PLUS loans or alternative student education loans. Direct Parent PLUS, Graduate PLUS loans and alternative student education loans require a separate application process.

In addition to submitting this **signed** form, you will need to **ATTACH** a copy of the vendor’s dated estimated invoice or dated receipt of purchase to verify your computer expense. The documentation submitted must demonstrate that the computer expense was or will be paid by you or your parents during the 2014-2015 academic year. Please do not submit flyers with items merely circled. This will not meet the minimum requirements for processing your request.

Once we have increased your COA, if you are eligible for additional loan funds we will award your maximum eligibility. Your revised awards may be viewed on your SIS Student Center.

If you are an undergraduate student and have already received your maximum Federal loan eligibility, no additional awards will be issued. Your only option for additional loans will be an alternative loan or a Parent PLUS loan. For more information about these loans, visit [http://sfs.virginia.edu/undergrad/loans2015](http://sfs.virginia.edu/undergrad/loans2015).

**NOTE:** This process will NOT make you eligible for (more) grant funds. This application is NOT a loan application.

I request my cost of attendance be increased in the amount of $______________ to cover the cost for the purchase of a computer for the 2014-2015 academic year. I have **ATTACHED** a vendor’s invoice/receipt as verification of my expense. I understand that this COA increase for the computer expense is permitted only once, on a case-by-case basis, and is limited to $3,000. I also understand that if I submit an application to the Laptops for Students Program, this information will be reviewed by the Committee members, which may affect their decision to either deny or grant me a laptop. Additionally, if I decide to purchase another computer during my enrollment at UVA, it will be at my own expense.

If you wish to CANCEL your request for the one-time computer expense, check the box below, sign and date the form, and submit it to us through your SIS Student Center. Check this box **only** if you wish to cancel your request entirely.

☐ Please cancel my request for the one-time computer expense. I understand that by checking this box my request will not be processed and that I will need to contact Student Financial Services if I wish to reinstate this request at a later time.

STUDENT’S SIGNATURE_________________________________________ Date__________________

03/18/14