COMR

One-Time Computer Expense Form
2015-2016

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

Select Student Type: Graduate ___ Undergraduate _____ BIS ____ Athlete____

Student’s Full Name: ____________________________________________________________________________________________
(LEGAL NAME - PRINT) first middle last

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. Be advised that items not specifically for educational purposes, such as speakers and headphones, may be denied as part of your request.

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 2015-2016 academic year. Please do not submit flyers with items merely circled or a copy of an on-line shopping cart. 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/loans2016.

NOTE: This process will NOT make you eligible for (more) grant funds. This application is NOT a loan application. These requests are not processed until after June 15, 2015. You will know your request has been processed when you receive a revised official award notification.

I request my cost of attendance be increased in the amount of $______________ to cover the cost for the purchase of a computer for the 2015-2016 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 ________________

10/29/15