

2023-2024 Cost of Attendance Adjustment Request (Books & Supplies)

Student First Name: _____ Student Last Name: _____ ID: _____
 DOB: ____/____/____ Primary Phone #: (____) ____-____ Secondary Phone #: (____) ____-____

This is a request for an adjustment to your cost of attendance based on term book expenses being higher than your current student budget or a required musical instrument purchase.

For books and supplies purchase, please provide a **copy of the receipt from your book purchases** and **copies of your class syllabi** showing the required books per class with this form. Please note that only the price of the required books will be used for this adjustment. Additional book purchases or sales tax will not be included.

For a musical instrument, please provide a **copy of the receipt from your instrument purchase** and **a letter from the professor teaching the class explaining that this is a requirement**. If you are leasing an instrument, please provide a copy of the current invoice in which indicates the total number of payments as stipulated on the agreement, number of payments made, amount of each payment, and amount left for the instrument to be paid off. The budget will only be adjusted based off the total amount paid as of the day the request is submitted.

(If required documents are not included, the request will be denied)

Cost of Books Purchase: _____

Or

Cost of Musical Instrument Purchase: _____

NOTE: Changing a student's cost of attendance does not increase Pell Grant eligibility or Student Loan eligibility if you have already been awarded the maximum for your classification per semester/year.

Please indicate the financial aid program that you intend to get increased/adjusted _____.

 (Student's Signature)

 (Date)

Submitting documents. You may submit your documents in several ways:

- Email to: finaid@utrgv.edu
- By mail to: **UTRGV U Central**, Visitors Center 1.113, 1201 W. University Drive, Edinburg, TX 78539
- Physical Drop off to locations listed below:

Brownsville U Central Location:
 The Tower, Main 1.100
 One West University Blvd.
 Brownsville, Texas 78520
 Ph: (888) 882-4026

Edinburg U Central Location:
 Student Services Bldg., First Floor
 1201 West University Drive
 Edinburg, Texas 78539
 Ph: (888) 882-4026

For Office Use Only:

Processed by: _____

Date: _____