

## 2023-2024 Cost of Attendance Adjustment Request (Professional License/Certificate)

Student First Name: \_\_\_\_\_ Student Last Name: \_\_\_\_\_ ID: \_\_\_\_\_

DOB: \_\_\_\_/\_\_\_\_/\_\_\_\_ Primary Phone #: (\_\_\_\_) \_\_\_\_-\_\_\_\_ Secondary Phone #: (\_\_\_\_) \_\_\_\_-\_\_\_\_

This is a one-time request for an adjustment to your cost of attendance based on expenses for obtaining the first professional license or certificate.

### Required documentation:

Please provide any documentation from your department indicating the purchase of the license or certificate is required by a state or required to practice or be employed in their profession and receipts of expenses for the purchase of the license or certificate. Expenses/receipts must be for the current academic year.

Cost of Professional License/Certificate: \_\_\_\_\_

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

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

Please indicate 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](mailto: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: \_\_\_\_\_