

# RADFORD UNIVERSITY

## Financial Aid

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### **Cost of Attendance/Budget Re-evaluation Request Information**

#### **Academic Year 2023 -2024**

In compliance with federal regulations, the Financial Aid Office at Radford University has determined a cost of attendance (COA) for students that includes tuition and fees, books and supplies, housing, food, transportation and personal expenses. These components are costs that relate to the individual student and are educational in nature as specified in the Higher Education Act. Although we feel that the cost allotted does represent realistic cost associated with attending our university, we also understand that the costs allotted may not be enough for every student and that sometimes the amount we allot does not cover unusual expenses.

If you feel that the COA allotted to you does not represent your actual cost, you can submit a request to have your COA re-evaluated. Each cost of attendance appeal will be reviewed on an individual basis by the Financial Aid Office. Although Financial Aid Administrators are allowed to make adjustments to the established components in the COA, we are not allowed to create additional or new categories. Please keep in mind that standard budgets for the award year cover only the period of time when students are enrolled at least half-time in a qualified and approved degree program.

**It is also important to note that if an increase is added to your COA, it only allows for you to borrow more in loan funds. It does not increase your grant eligibility.**

The most common requests for an increase in COA are:

- Purchase of a needed computer
- Cost of child care – for independent students
- Cost of books and supplies that are above average
- Cost of transportation necessary for education

There are some items that will not be considered:

- Consumer bills/debts not related to education
- Pet or hobby expenses
- Vacations
- Weddings
- Gifts
- Payments towards a 2<sup>nd</sup> home

Please find the description below that best fits your situation and supply the needed information to the Financial Aid Office.

<b>Situation</b>	<b>Documentation Required</b>
Books or supplies exceed allotted amount.	<ul style="list-style-type: none"> <li>• Signed letter from student explaining situation</li> <li>• Copies of paid receipts</li> </ul>
Day care costs (Independent students only)	<ul style="list-style-type: none"> <li>• Signed letter from student explaining situation</li> <li>• Paid invoice from provider or letter on letterhead from provider showing weekly or monthly cost</li> </ul>
Travel Expenses -more than allowed for travel.	<ul style="list-style-type: none"> <li>• Signed letter from student explaining commuting situation stating make and model of vehicle</li> <li>• List of address traveled to or Proof of mileage and number of trips per week</li> </ul>
Student cost of attendance (COA) – I need more to live on than the allotted amount.	<ul style="list-style-type: none"> <li>• Signed letter from student explaining why COA not adequate and describe living arrangements</li> <li>• Provide proof of expenses such as copy of lease, copies of utility, phone or water bills, proof of required insurance, etc.</li> </ul>
Purchase of needed computer for educational purposes.	<ul style="list-style-type: none"> <li>• Complete a <a href="#">Request to Add Computer Cost Form</a></li> <li>• Provide proof of purchase or estimate of purchase</li> <li>• Date must be no more than 3 months prior to the beginning of term of request.</li> </ul>