



One Gustave L. Levy Place
Annenberg Building-Room 12-70, Box 1002
New York, NY 10029-6574
Phone: (212) 241-5245
Facsimile: (212) 876-4658
Email: studentfinancialservices@mssm.edu

2018-2019 Budget Appeal Request Form

Icahn School of Medicine is able to offer you financial aid to offer you financial aid to cover the Cost of Attendance (COA) during the academic year. The COA is a budget comprised of standard educational expenses incurred by students such as tuition, fees, housing, books, etc. Icahn School of Medicine uses average amounts for all non-tuition and fee budget items based on statistical information. This budget must reflect a modest student lifestyle. We strongly encourage students to plan and budget their expenses and aid so that they stay within the COA set by the school.

We do, however, understand that in certain situations the COA does not accurately reflect the costs a student will incur during the academic year. In such cases, you may appeal to have your budget increased within the guidelines below.

Budget appeals will be considered for the following items:

- Additional tuition
- Additional course related expenses
- Rent in excess of budgeted cost
- Computer purchase (one time only)
- Emergency travel in excess of one trip home per academic year (death or extreme illness in the family)
- Child care expenses (must be within average child care expenses in the area)
- One trip home per academic year
- Medical insurance fee for dependents (insurance coverage must be through Icahn School of Medicine)
- Disability related expenses not covered by an outside agency

Budget appeals can NOT be considered for the following items:

- Club dues or fees
- Credit card payments
- Educational or private loan repayment
- Discretionary medical or dental procedures
- Student conferences
- Expenses that occur outside of academic year

PLEASE NOTE: Submitting an appeal does not guarantee that an adjustment will be made. All adjustments are made at the discretion of the Budget Appeal Committee according to the federal regulations regarding professional judgement. When a decision regarding your budget appeal has been reached, you will be emailed the results. An approved budget increase will result in an increase of student loan eligibility. The email you receive will include the amount for which you are approved, if any, and further instructions on how to apply for additional loan funds.



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STUDENT INFORMATION

Student Name: _____ Life Number: _____

Program of Study: _____ Date of Birth: ____/____/____

Reason For Increase	Student Cost	Documents Required
Additional Tuition	\$	Copy of student invoice
Rent/ Utilities	\$	Copy of lease or rental agreement
Child Care	\$	Receipts from service provider
Computer purchase	\$	Receipt
Other	\$	Include documentation/ receipts of other expense. Must meet certain criteria to be included (see first page)

Please explain the reason(s) for your appeal. Attach all supporting documentation as one file/document. Federal guidelines require documentation for every dollar granted above the standard published Cost of Attendance.

By signing this form you agree that all of the information and documentation presented to the Office of Financial Aid is accurate to the best of your knowledge and that you will notify the Office of Financial Aid if there is any change to the information you have provided. Appeals are reviewed within 2 weeks of receipt. You will be notified via email of the decision regarding your request.

Student's SignatureDate

Please return this form to the Office of Student Financial Services via email at studentfinancialservices@mssm.edu or drop the form off at our office.

SFS OFFICE USE ONLY: _____ Student Empower ID
 Edited: 5/30 ND