

## 2024-25 One-Time Computer Expense Budget Increase Request Form

Name:  W&M Student ID #:

Federal Regulations give the Office of Student Financial Aid the ability to adjust a student’s Cost of Attendance (COA), on a case-by-case basis, for the purchase of a computer for educational use. The maximum COA increase for the purchase of a computer is \$1,900, which may include the cost of a printer and other peripheral devices. However, it includes only the cost of one computer. Additional devices such as tablets, etc. are not considered for this increase.

**Submitting this one-time computer expense form will NOT make you eligible for additional grant funds.**

### Section 1: Required Documentation

The following documentation is required before consideration will be made to adjust the Cost of Attendance.

- Attach a copy of either the paid receipt or estimated price sheet 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 2024-25 academic year (or a maximum of 60 days prior to the start of the academic year). If you purchase a printer and other peripheral devices you must submit all receipts at the same time you submit this request. We will not consider further budget adjustment requests for additional peripheral devices purchased after the original form is submitted.

### Section 2: Student Request

- I request that my cost of attendance (COA) be increased in the amount of \$  to cover the cost for the purchase of a computer and related peripherals devices for the 2024-25, academic year
- If I am eligible for additional loans, I request that the loan origination fees are included in my budget increase. (i.e. to borrow approximately \$1,920 to make sure disbursement is \$1,900).

### Signature and Certification

- I understand that this COA increase for the computer expense is permitted only once, on a case-by-case basis and is limited to either the actual cost or \$1,900.
- If I decide to purchase another computer during my enrollment at W&M, I understand that it will be at my own expense and cannot be included as a COA increase in subsequent years.
- I understand that if I have borrowed up to the maximum Direct Loan eligibility, the only other option for loans will be a private loan or the Parent PLUS Loan.

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

\*Signatures must be handwritten. Computer fonts are not acceptable

Use one of the following methods to return this form	To protect your data, we do not accept documents via e-mail attachment	
Online Upload (preferred)	<a href="https://www.wm.edu/financialaid/box" style="color: blue; text-decoration: underline;">https://www.wm.edu/financialaid/box</a>	
Fax	757-221-2515	
Mail	Office of Student Financial Aid The College of William & Mary P.O. Box 8795 Williamsburg, VA 23187-8795	Office of Student Financial Aid The College of William & Mary Blow Memorial Hall, Room 124 262 Richmond Road Williamsburg, VA 23185