



Office of Student Financial Services
 3400 N. Charles Street, 146 Garland Hall
 Baltimore MD 21218
 410-516-8028 (PH) 410-516-6015 (fax)
 www.jhu.edu/finaid

BUDGET ADJUSTMENT REQUEST PROCESS

The Office of Student Financial Services uses a standard cost of attendance or “budget” for the academic year to determine maximum aid eligibility. The budget adjustment request process reviews certain educational costs students may incur which are either not included or exceed the amounts in the standard financial aid budget.

- You may only submit one budget adjustment request per semester.
- Only requests with supporting documentation will be considered.
- Only expenses incurred by you during the current academic year will be considered.
- Some requests may not be approved, and some expenses may not be approved for the requested amount.
- Most budget increases can only be covered by additional loan funds. Please note the yearly federal loan limits in the in the chart below.
- Off-campus living estimates are based on average living expenses in the metropolitan Baltimore area, allowing for a moderate but adequate standard of living. Requests for increased off-campus living expenses will only be considered with documentation and a written statement detailing the reason for the increased costs. Requests to adjust the budget for lifestyle choices will not be approved.
- All requests for the 2017-18 year must be submitted before May 15, 2018.

Cost of Attendance Estimates for the 2017-18 Academic Year:

Item	Amount
Room and Meals/Living Expenses – ON Campus (9 months)	\$14,976
Room and Meals/Living Expenses – OFF Campus (9 months)	\$10,522
Room and Meals/Living Expenses – GRAD Student (9months)	\$15,458
Room and Meals/Living Expenses – GRAD Student (12 months)	\$20,649
Books and Supplies	\$1,220
Travel (2 round trips)	Varies by State of Residence
Personal Expenses	\$1,044

Federal Direct Loan Annual Limits:

Grade Level	Maximum Amount (subsidized and unsubsidized combined)	Maximum Subsidized Loan Amount
Freshman	\$5,500	\$3,500
Sophomore	\$6,500	\$4,500
Junior/Senior	\$7,500	\$5,500
Graduate	\$20,500	Not eligible

Please keep this page for your reference. Complete and submit the following page with your request.



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2017-18 BUDGET ADJUSTMENT REQUEST

Student Name: _____ (please print)		Grad Undergrad
SIS ID: _____	D.O.B: ___/___/___	JHU Email: _____

Complete the form below and provide required documentation for the expenses you wish to have considered.

	Expense (check all that apply)	Required Documentation
	Books/Supplies	<i>Receipts/proof of purchase</i>
	Computer Purchase	<i>Receipt/proof of purchase, up to \$2,000. Purchase of a computer is a one-time expense.</i>
	Travel Expenses	<i>Receipt/proof of purchase of tickets or mileage. Up to 2 round trips home per academic year will be considered</i>
	<u>On-Campus Students:</u> Room and/or Meal Plan	<i>No documentation necessary if requesting consideration of a more expensive room and/or meal plan</i>
	Other	<i>Submit explanation of expense with receipt and/or bill</i>

I certify all the information on this form and in attached documentation is true and accurate to the best of my knowledge. False information or misrepresentation will result in the cancellation of my request.

Student Signature: _____ Date: _____

Authorization to increase Federal Direct Loans:

If my budget adjustment request is approved and I have remaining Federal Direct Subsidized and/or Unsubsidized Loan eligibility, I authorize Student Financial Services to increase these loans to cover my expenses to the maximum extent possible.

Student Signature: _____ Date: _____