

Student's Name: _____

Student ID #: _____ Date: ____/____/____

Phone Number: _____ OCU email: _____

Check the circumstance(s) that best describes your request.

- Computer Allowance**
 - **Major:** _____ [nursing (juniors & seniors) and music students not eligible]
 - **Must attach a price quote or sales receipt**

- Childcare cost**
 - **Must attach a signed billing statement on company letterhead from your OKDHS licensed childcare provider; include the name(s) and age(s) of all children and dates/times of service, and contact info and address of provider. Contact info must include phone number and email address.**

- Additional transportation costs**
 - **Commuter expenses for school related travel *outside* the Oklahoma City Metro area in excess of budgeted transportation expenses.**
 - **Must attach all:**
 - Proof of address** (examples: utility bill, voter id, lease agreement, mortgage payment stub)
 - A map showing mileage**
 - A copy of class schedule**
 - A statement of number of days you travel to class each week**

- Other Educational Expense**
 - **Brief description of request:** _____
 - **Must attach detailed supporting documentation and receipts.**

CERTIFICATION

All of the information on this form is true and complete to the best of my knowledge and the attached documents are true and accurate.

I acknowledge that I understand that this requests a budget adjustment only. If approved, funding for these items will be limited to a *loan* offer subject to my eligibility for educational loans.

Student Signature

Date ____/____/____

ALLOW 30 DAYS FOR APPLICATION RESULTS.

OFFICIAL USE ONLY

Action: _____ Comments: _____

Amount(s) approved: _____

Counselor Signature: _____ Date: _____