

**Cost of Attendance Appeal Form - 2009-2010**

Attaining a legal education is a significant investment of a student's time and financial resources. Students should be aware of all of their financial responsibilities and make wise financial decisions before, during and after they attend Pierce Law. Students need to realize that they are investing in their futures, but that the investment can be considerable. Therefore, it is highly recommended that students borrow conservatively at all times and be diligent in budgeting their money wisely.

Pierce Law realizes that students come to the Law School from various backgrounds, experiences, and lifestyles; however, the student cost of attendance budget allows for a simple lifestyle – that of a law student. As the adage goes, “If you live like a lawyer while a student, you will live like a student when a lawyer.”

Federal regulations govern the creation of the student cost of attendance budget and dictate that it cover only expenses incurred during periods of enrollment and may include only education-related expenses. Basic allowable items include tuition and fees, books and supplies, lodging and food, transportation, student loan fees, and personal/miscellaneous expenses. Items the government will NOT allow in the student cost of attendance budget include moving expenses, prior loan debt, credit card debt, car payments, and expenses incurred out of the student's actual period of enrollment. The regulations do allow for specific cost of attendance increases for special circumstances including students with disabilities to accommodate reasonable needs to attend classes; students paying dependent day care or adult day care expenses directly related to the student's attendance (not for job purposes); students who have medical/dental expenses not covered by insurance while enrolled; and a student's one time computer purchase expense.

To request a cost of attendance budget increase, please fully complete the attached form and submit the form and all supporting documentation to the Office of Student Financial Services. If approved, the budget increase will allow you to apply for additional loan funds.

**DEADLINES for filing Cost of Attendance Appeal Form** including all supporting documentation:

**Fall Semester 2009**

**November 6, 2009**

**Our Office will begin to accept budget appeal forms beginning July 1, 2009.**

Appeal forms submitted after the 11/6/09 deadline will be reviewed after the start of the Spring 2010 term to facilitate timely processing of the scheduled January financial aid and student refund check processing.

**Spring Semester 2010**

**April 16, 2010**

Appeal forms submitted after the April 16th deadline will not be considered.

The above **deadlines** also apply for all student requests to convert work study eligibility into loan eligibility. A request to convert work study eligibility must be submitted to our office in writing by the above deadlines. (email is an acceptable format)

**Cost of Attendance Appeal Form - 2009-10**

Name: \_\_\_\_\_

Budget Period: \_\_\_\_\_ Fall and Spring Semesters, 2009-10  
\_\_\_\_\_ Fall 2009 Only  
\_\_\_\_\_ Spring 2010 Only  
\_\_\_\_\_ Out of Area Externship (also check box for term above)  
location: \_\_\_\_\_

Monthly Expenses:

\$ \_\_\_\_\_ Rent/Mortgage (local) – attach a copy of your lease or mortgage payment stub  
If you are required to have more than a one-bedroom apartment and your rent exceeds our standard allowance of \$850 per month, we will review your appeal and documentation. If your appeal is approved, the allowance will not exceed \$1,400 per month. If you have a spouse or domestic partner, there will be no increase in the standard allowance.

\$ \_\_\_\_\_ Electric/Gas/Oil/Water/Sewer – attach copy of monthly bill(s)

\$ \_\_\_\_\_ Telephone/Cable/Internet – attach copy of monthly bill (telephone to include 1 only – either one cell phone OR one land line)

\$ \_\_\_\_\_ Food – Number of people in household \_\_\_\_ (excluding spouse or domestic partner)

\$ \_\_\_\_\_ Transportation – attach copy of auto insurance bill, estimate daily mileage traveled for educational purposes \_\_\_\_\_ miles per day, daily tolls paid \$ \_\_\_\_\_; if using public transportation include documentation to support amount such as bus fees/schedule (Note: car payments are not an allowable travel expense)

\$ \_\_\_\_\_ Medical/Dental premium – if not on School’s plan, provide copy of insurance premium invoice

\$ \_\_\_\_\_ Child/Adult Care Expenses – you MUST provide the following required documentation: A statement, contract, or letter from a child or dependent care provider that includes the name(s) of dependent(s) and cost

\$ \_\_\_\_\_ Other personal expenses – laundry, hygiene products, gym membership, household goods, clothing allowance, other miscellaneous expenses, (Note: consumer debt such as credit card payments are not an allowable expense) – please itemize items included:

\_\_\_\_\_  
\_\_\_\_\_

One Time Expenses:

- \$ \_\_\_\_\_ Computer purchase for educational use (maximum adjustment \$2,500) – attach a copy of itemized paid receipt (a credit card statement is not acceptable documentation). Note: A computer purchase adjustment will only be approved one time during your attendance at Pierce Law. **This appeal can be submitted after July 1, 2009.**
- \$ \_\_\_\_\_ *Excess* travel expense during academic year (up to \$2,500 max during attendance at Pierce Law) – attach a copy of itemized itinerary with paid receipt. Note: Excess transportation as a cost of attendance is not guaranteed and if approved, will not exceed a total of \$2,500 during attendance at Pierce Law. The monthly transportation item on page 1 of this form **MUST BE COMPLETED TO BE CONSIDERED FOR THIS ADJUSTMENT.**
- \$ \_\_\_\_\_ Out of Pocket Medical/Dental Expense – uninsured or co-pay amounts – attach documentation of actual medical/dental expenses not covered by insurance and paid out of pocket expenses. Allowable expenses must be incurred during periods of enrollment. Health insurance coverage is assumed by Pierce Law, and only those costs not covered by insurance or another agency may be considered. These expenses must be at least \$1,000.
- \$ \_\_\_\_\_ Necessary Auto Repair Expense – attach receipt or quote. The cost of regular maintenance such as oil changes, new tires, wipers, etc. is already included in the cost of attendance. The monthly transportation item on page 1 of this form **MUST BE COMPLETED TO BE CONSIDERED FOR THIS ADJUSTMENT. Important Note:** It is preferable that you get a quote for auto repairs and submit the appeal to our office **BEFORE** these repairs are actually done.

Certification: I certify that I have read all pages of this document, and have provided the required documentation to Student Financial Services with this form, and I affirm that all of the information on this Cost of Attendance Appeal Form is true and complete to the best of my knowledge. If asked by the Office of Student Financial Services, I agree to submit additional documentation. Furthermore, I understand that this information may be used to establish my eligibility for federal financial aid and that misrepresentation of facts in connection with this form may be sufficient cause, in and of itself, for cancellation or repayment of financial aid, whenever discovered; and that filing this form is no guaranty that an appeal will be approved.

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

Please return this form to: Office of Student Financial Services  
Franklin Pierce Law Center  
2 White Street  
Concord, NH 03301

Only one budget appeal per semester per student will be considered.