

UIC JOHN MARSHALL LAW SCHOOL



2019-2020 Academic Year Laptop Increase Request Form

This form is to be used solely for increasing a student's Cost of Attendance (COA). Our office will check your credit hours per semester for adjustments that might have been made before processing a budget increase.

Please complete the form fully and return to the Office of Financial Aid. The proper documentation must accompany this form when submitted. Any missing information on this form will cause a delay in your request. Budget Increase Requests will be reviewed within 5 days of the Office of Financial Aid receiving your completed form and documentation; please allow up to 2 weeks for the loan to process. You will receive a revised award letter email notification.

Name _____ ID #

Address _____ City _____ State _____ Zip

Home Telephone (____) _____ Alternate
Phone _____

Laptop Purchase: This is a one-time only budget increase during your studies at UIC John Marshall Law School, including LLM and MJ. The increase is for the cost of the purchase, with a maximum of **\$2,000**.

- You must buy the laptop first and submit the receipt.
- Your purchase date must be **after August 1, 2019**.
- You may include accessories such as a printer, software or warranties.
- This will increase your Unsubsidized, Grad PLUS or private loan eligibility (credit report required), in effect paying yourself back.

If you applied for the maximum on your Grad PLUS application, you will not need to complete another Grad Plus application or MPN. The revised award letter will reflect the new loan amount.

If you previously applied for a specific amount on your Grad PLUS application, private loan application or if you used an endorser on the loan, you will need to complete a new Grad Plus loan application and MPN or private loan application. We will process your request within two weeks of receiving notification of your approved loan from the Department of Education or lender. The revised award letter via eCommons will reflect your new Cost of Attendance (BUDGET).

Budget increase requests require documentation to be turned in all at once. An approved loan must be available for FAO to process by the following deadlines.

- **Fall Deadline:** November 18, 2019
- **Spring Deadline:** April 6, 2020

By signing and submitting this form, I acknowledge that I have read and understand it.

I certify that, to the best of my knowledge, the information provided on this form is true and correct. I understand that any misrepresentation by omission or falsification of information on any part of this form may jeopardize any assistance I may be receiving from UIC John Marshall Law School.

I fully understand that UIC John Marshall Law School has the right to cancel all financial aid if data irregularities exist.

Student Signature _____

Date _____