

Budget Appeal Required Documents

NOTE: No action will be taken without full documentation.

Expense	Documentation Required
Student share of off-campus rent	Copy of a signed lease for the academic year showing your monthly rental expense. <ul style="list-style-type: none">• If rent is shared with other occupants, provide documentation of your share.
Student share of utilities	Copy of your most current monthly bill(s) for all utility(s) that you are appealing. <ul style="list-style-type: none">• If utilities are shared with other occupants, provide documentation of your share. Utilities may include:<ul style="list-style-type: none">○ Natural Gas○ Electricity○ Cell Phone○ Internet
Food expenses	Provide a personal statement of monthly food expense.
Books/Supplies	Please complete the <i>Budget Appeal - Educational Supplies Expenses Form</i> . <ul style="list-style-type: none">• Remember to attach a copy of your documentation/receipts to this form.
Necessary Medical/Dental Expense (<u>not</u> covered by insurance)	Please complete the <i>Budget Appeal – Medical/Dental Documentation Form</i> . <ul style="list-style-type: none">• Provide copies of invoice(s) that states your cost for necessary Medical/Dental Expense after any cost covered by insurance provider.
Other	Documentation as directed by the Budget Appeal Committee.