



# Trinity

**Office of Enrollment Services**  
**125 Michigan Avenue, NE**  
**Washington, DC 20017**  
ph:202.884.9530 fax: 202.884.9524  
email: enrollmentservices@trinitydc.edu

## Petition for an Increase to Cost of Attendance

Name: \_\_\_\_\_ Trinity ID or SS#: \_\_\_\_\_  
Address: \_\_\_\_\_ Telephone: \_\_\_\_\_  
\_\_\_\_\_ Award Year: **2020-2021**

The Office of Enrollment Services develops standard allowances for educational expenses which are used to determine a student’s eligibility for financial aid. Occasionally, due to unusual or extenuating circumstances, students may incur expenses beyond what the standard allowances expect. If you can document why your cost of attendance should be increased due to an unusual circumstance, you may petition to be considered for a cost of education increase by completing this form and returning it to the Office of Enrollment Services.

This petition can only be use to increase the costs of attendance by expenses incurred by and for the student.

You must attach separate documentation in order for this petition to be considered complete. Additional documentation may be requested.

### Term for which the increase should apply:

- Fall 2020                       Spring 2021                       Summer 2021

### Reason for the adjustment:

- Computer Purchase**
  - Attach the receipt of the computer you have purchased or a detail and dated printout of the computer you are planning to purchase.
    - Computer purchase is a **one-time** adjustment for your **academic career**
    - Adjustment can only be made for a “reasonable” amount. (“Reasonable” amount is typically up to **\$1500.00**. A higher amount may be considered for certain classes that require specific software and extras. Documentation showing the requirement(s) must be provided to be considered for the increased amount.)
  
- Unexpected Medical/Dental Expenses**
  - Attach a copy of all applicable bills.
    - Medical/Dental adjustment to increase your cost of attendance can only be done in certain situations where extenuating circumstances prevent you, the student, from paying those bills.
    - A meeting with a financial aid advisor may be necessary to ascertain if you are eligible for this adjustment.

- Room and Board** (only under extenuating circumstances will this be increased as this is already included in the Cost of Attendance)
  - Attach copies of the following:
    - 3 months bills such as utility, gas, water, etc.
    - Lease agreement
  
- Dependent care/Child care expenses**
  - Attach copies of receipt(s)/contract indicating monthly payment amount.
  
- Other:** (Please describe in detail and attach all necessary and appropriate documentation.)
  - Some examples may be special supplies required for courses, including nursing or art supplies, instruments, etc.

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If this petition is approved, it will generally increase your eligibility for loan funds. If you have eligibility in the Direct Stafford Loans, those will be added to your account for your review.

If you or your parent would like to apply for the Direct Parent PLUS Loan, you must apply online at [www.studentloans.gov](http://www.studentloans.gov). Trinity will receive the application electronically.

*I certify that all the information reported to is complete and correct to my knowledge. If additional documentation is required, I will submit those documents in a timely manner or my Petition to Increase Cost of Attendance will be denied. I also understand that giving false or misleading information is a violation of the Trinity Honor Code and Federal law and will be treated as such. I agree to immediately notify the Office of Enrollment Services of any changes to the information provided.*

**Student Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

<b>FOR OFFICE USE ONLY:</b>	<input type="checkbox"/> <b>Request Approved</b>	Total Budget Increase \$ _____
<b>Comments:</b> _____ _____		
<input type="checkbox"/> <b>Cost of Attendance Increase Request Denied. Reason for Denial:</b> _____ _____		
<input type="checkbox"/> <b>Incomplete. Documentation needed:</b> _____ _____		
_____ <b>OES Signature</b>	_____ <b>Date</b>	