

# Professional Judgment for Budget Increase: Computer Purchase Student Request Form



Name (please print) \_\_\_\_\_

Student ID # A0 \_\_\_\_\_

Degree Program:  MD  DVM  MPH  Other \_\_\_\_\_

Current term: \_\_\_\_\_

Requesting adjustment for:  Fall only (Term \_\_\_\_\_)

Spring only (Term \_\_\_\_\_)

Fall & Spring (Terms \_\_\_\_\_)

Clinical students: Current Clinical Term \_\_\_\_\_

**GENERAL INFORMATION AND INSTRUCTIONS:** All budget increase request forms and required documentation must be submitted at least 2 weeks prior to the term end date in order to be eligible for consideration.

- A new and updated request form must be submitted to accompany each budget increase request.
- You will be notified of the results of your request via your SGU email in approximately 2-3 weeks.
- An increase to your budget will only result in the eligibility to apply for additional student loans (Direct or Alternative).
- If you do not include the required documentation, your request will not be considered.
- Federal regulations may change at any time. Increased financial aid eligibility is not guaranteed for future terms even if previous requests were approved.
- The Office of Financial Aid has the right to deny budget increase requests. Prior student indebtedness will be taken into account when determining eligibility.

**COMPUTER** - Students are eligible to apply for a budget increase for the purchase of a computer. Students are eligible to receive one budget increase for a computer purchase throughout their enrollment at SGU. The maximum amount that your budget may be increased is the lesser of the purchase price of the computer or \$1,800.

This \$1,800 limit was determined by comparing the average price of computers available on the market to the minimum specifications recommended by SGU. Computer warranties/service plans and applicable software/peripherals were considered in determining the maximum allowable increase.

To view SGU minimum specifications, please visit: <http://www.sgu.edu/it-computer-recommendations/>

**Please note:** This budget increase is for computers only. Tablets may be considered only if they meet SGU minimum specifications (i.e. Microsoft Surface Pro). Moderately priced computer accessories, that are deemed essential to a student's academic program, may be considered as part of the budget increase. These determinations will be made on a case by case basis and cannot exceed the \$1,800 limit. It is strongly recommended that you contact your Financial Aid Counselor prior to purchasing these items to determine if they are eligible for the increase. *iPads, tablets not meeting SGU minimum specifications, printers, cell phones, or unnecessary computer accessories will not be considered.*

**Required Documentation: Copy of purchase receipt**

**\*\*Date of purchase receipt must be within one year of submitting request for budget increase**

Have you previously had a budget increase for a computer purchase while at SGU?  Yes  No

What is the total cost of the computer (less the rebate, if applicable)? \$ \_\_\_\_\_

I understand that there are aggregate limits on Federal loans and Private loans and that it is my responsibility to repay these loans. I have reviewed and understand the estimated increased repayment costs I will be incurring as a result of this request.

The information provided on this form is true and complete. I understand that purposely giving false or misleading information may result in fines, penalties, and/or immediate repayment of aid. If my situation changes as it pertains to the areas for which I have requested an increase (i.e. computer), I agree to promptly inform SGU Office of Financial Aid.

Student Signature \_\_\_\_\_

Date \_\_\_\_/\_\_\_\_/\_\_\_\_

## RETURN THIS COMPLETED AND SIGNED FORM TO:

Mailing address: University Support Services, ATTN: Office of Financial Aid ▪ 3500 Sunrise Hwy., Bldg. 300 ▪ Great River, NY 11730

Fax: (631) 666-9162 ▪ E-mail: [faid@sgu.edu](mailto:faid@sgu.edu)