2016-2017
Budget Increase Request
Professional License or Certification

Office of Student Financial Aid
University of Illinois at Urbana-Champaign
620 East John Street - MC 303
Champaign, IL 61820-5712
Fax (217) 265-5516 Phone (217) 333-0100

Student Name: _____
Last *First* *MI*

UIN: _____
(University ID# - number on I-Card)

Students may be allowed an increase to their Cost of Attendance budget to allow for the one-time **direct costs** of obtaining a first professional license or certificate for students who are enrolled in a program that requires such professional licensure or certification. This budget increase may result in additional eligibility for loan funds. Annual and aggregate loan limits restrict eligibility for Federal Direct Unsubsidized Loans. If you have borrowed your loan maximum for the academic year, you may consider borrowing through the Graduate PLUS Loan program, or private alternative loans to fund the budget increase.

Examples of allowable costs include fees charged to take a licensing exam and the cost of applying for and obtaining the license or certification. Federal Regulations only allow the university to cover the cost of one exam, so if you are taking multiple exams, you will need to decide for which exam you would like to request a budget increase. Additionally, fees for late registration cannot be included in the request.

Please note, federal regulations only allow the university to increase your cost of attendance for the registration and administration of the exam, **NOT** any exam preparation classes.

Please indicate for which semester you request a budget increase from the list below. The cost must be incurred during (not after) a period of enrollment, even if the exam is after the end of the period. The time frame for processing the budget request is listed next to each semester. Return this form **along with documentation of the cost of the exam** to our office no later than the final date designated for each semester.

- ☐ Fall 2016 June 16, 2016 – November 25, 2016
- ☐ Spring 2017 November 26, 2016 – April 28, 2017
- ☐ Summer 2017 April 29, 2017 – June 15, 2017

Exam Name: _____

Exam Cost: S_____ (Please provide documentation of the cost of the exam.)

I have read the information on this form and understand that I will be allowed only one budget increase for the cost of obtaining a first professional license or certificate.

_____ _____
Student Signature **Date**