RADFORD UNIVERSITY

Financial Aid Office · P.O. Box 6905 · Radford, VA 24142
Phone: (540) 831-5408 · Fax: (540) 831-5138 · finaid@radford.edu

Request to Add Cost of Computer

The U.S. Department of Education permits institutions to include in a student's Cost of Attendance (COA) the purchase of a computer for educational use. The Financial Aid Office will include this expense for students upon request and according to the following policy:

- The maximum allowance for purchase of a computer is $2200 which may include the cost of a maintenance contract.
- A student may receive this allowance only once as an undergraduate and once as graduate student.
- In order to have the cost of the purchase of a computer added to your COA, the student must submit this completed form and either a date receipt/proof of purchase OR dated, itemized estimate of the cost of the proposed purchase.
- In order for the COA to be increased, the computer must be purchased within 3 months of the beginning of the award year the student begins enrollment.
- The cost of the computer will be added to the cost for the entire academic y ear. So the increase will be divided out between the fall and spring semester.

Adding the computer cost of your cost of attendance does not guarantee that you will be eligible for additional financial aid. This process will not make you eligible for (more) grant funds. Loan programs have requirements that may limit loan eligibility.

Students Name:_____ RU ID:_____

Email Address: _____ Major: _____

Estimated Cost of Computer $ _____**(copy of receipt or purchase quote must be attached)**

Type of aid using for increase: _____Stafford Loan
_____ PLUS Loan
_____ Alternative Loan

(This form is not an application for these loans)

I request my cost of attendance be increased to cover the purchase of a computer. I understand that increasing my COA to include the attached costs for purchasing a computer does not guarantee that the Radford University financial aid office will have funds available to increase the amount of financial aid offered to me. I understand that generally the funds awarded to assist with the computer purchase would be any remaining Stafford loan eligibility that I may have or through a Federal PLUS loan or Private Alterative loan. I certify that I must turn in documentation of the cost and that the information submitted to support this request is true and complete to the best of my knowledge. I understand that I must use the funds approved for the intended purpose.

Student Signature: _____ Date:_____