

Your standard academic-year educational budget assumes average, reasonable costs associated with the pursuit of your Penn degree. In certain circumstances, your educational budget can be increased to accommodate individual differences. Any approved increase will only result in additional borrowing eligibility (provided you meet requirements) through an unsubsidized loan program, e.g., Direct PLUS or alternative loans. This will result in additional debt at graduation. **All documents are required to be uploaded via our [secure portal](#). Due to the sensitive nature of materials e-mail submissions will not be accepted.**

Deadlines

Summer 2021	August 1, 2021
Fall 2021	November 1, 2021
Spring 2022	April 1, 2022
Summer 2022	August 1, 2022

Name: _____ Penn ID: _____

E-mail: _____ School/Program: _____

Date Submitted: _____

Documentation is required for all requests

ANNUAL ACADEMIC-YEAR EXPENSES	ADDITIONAL AMOUNT REQUESTED	ADDITIONAL AMOUNT APPROVED (OFFICE USE ONLY)
Medical Expenses not covered by health insurance. Provide explanation of benefits.	\$	\$
Prescription Expenses not covered by prescription insurance. Provide written explanation.	\$	\$
Child Care Receipt and notarized statement. Adjustments only made for periods of enrollment. Include letter noting hours of care.	\$	\$
Computer Purchase Only one purchase per degree. Include bill receipt/credit card statement.	\$	\$
Additional Supplies Required for your program. Receipts Required	\$	\$
Other Please specify. Receipts Required	\$	\$
TOTAL	\$	\$

Submission of a request is not a guarantee that the request will be approved. All requests must be submitted with proper documentation, as a request can not be reviewed by the committee until full documentation is received. Once full documentation is received, please allow 4-6 weeks for processing time.

Requests for increases cannot include; increased room or board, moving costs, credit card debt, cell phone, support for dependents or spouse or family members etc. Please note this is not an all-inclusive list and other restrictions may apply.



**Graduate & Professional Student Application
For Educational Budget Adjustment 2021-22**

Office Use Only: (TU1 Doc 42)

ActionTaken: _____ **Approved** (TU1 43) _____ **Reduced Amount** (TU1 43)
_____ **Rejected** (TU1 44)

Total Amount of Budget Increase: \$ _____ Total Revised Budget for GLSBUD: \$ _____

Explanation:

Approved Signature: _____ Date: _____
