

2025-2026 Cost of Attendance Adjustment Request

The cost of attendance allows students to increase their budget in order to include unforeseen expenses on a case-by-case basis. WAU provides increases of the COA in compliance with federal regulations. All allowable expenses (listed below in expense category) must occur during the current academic year while attending Washington Adventist University and must be documented.

Additionally, The Student Financial Aid office will assess any additional institutional fees charged to your account to include in your COA adjustment.

Mark the appropriate expense category and ensure that required documentation is submitted. Complete and return this form to the Office of Financial Aid in person or via email at finaid@wau.edu. Student Financial Aid will contact you if additional information is needed. You will be notified within 10 business days on the status of your request. **Please note that this request may or may not be approved.**

Last Name			First Name			WAU ID		
Current Address (include apt. no)			City	State	Zip	Contact Number		Email

Expense Category	Monthly Amount	Acceptable Documentation
☐ Housing		Copy of your signed lease or monthly mortgage statement. <i>You must be listed on the lease or monthly mortgage statement for an adjustment.</i>
☐ Food		Documents indicating your meal expenses. This may include grocery receipts.
☐ Transportation		Statement indicating round trip mileage, and commutes per week. Documentation of gas receipts. Car repairs may be included if an itemized statement reflecting the cost and description is provided. Documentation of monthly car insurance. <i>A purchase or lease of a vehicle is not an allowable cost for an adjustment.</i>
☐ Child/Dependent Care		Letter from dependent care provider that includes the agreement for fees and hours.
☐ Medical Bills		Documentation of medical expenses paid out of pocket, not covered by insurance.
☐ Utilities		Copy of monthly statement for gas, electric, water, and/or internet services. <i>Phone bills and credit card expenses is not an allowable cost for an adjustment.</i>
☐ Other		Please discuss other with a financial aid advisor

I certify that the information I have provided is accurate and complete, and I understand that any false information may be cause for denial, reduction, or immediate repayment of aid.

Student's Signature	Date
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For Office Use Only:	Received by:	Date:
	☐ Approved ☐ Denied ☐ Pending	FA Initials: _____ Date: _____
Notes and Description of Increase:		