



## BUDGET INCREASE REQUEST

Date \_\_\_\_\_

Name \_\_\_\_\_ SS# or DMACC ID# \_\_\_\_\_

**Below you can indicate any extraordinary educational expenses you have incurred. The expenses will be reviewed and a financial aid advisor will determine if your budget can be increased. An increase in your budget does not guarantee additional financial aid funds. You can contact a financial aid representative at 1-800-362-2127 to determine if you have any remaining funds to request.**

\_\_\_\_\_ Child care (Please have form daycare provider provide statement/bill, including weekly charges and provider's name and contact information.)

\_\_\_\_\_ Computer purchase (Include receipt/purchase order; maximum reimbursable amount is \$1000.00)

\_\_\_\_\_ Tools required for program (Please attach itemized list including prices or receipt)

\_\_\_\_\_ Uniforms required for program (Please attach receipt or proof of estimated costs)

\_\_\_\_\_ Special equipment necessary for attendance/or program (Please attach receipt or proof of estimated costs from instructor/dean of program)

\_\_\_\_\_ Transportation (travel in excess of 120 miles round trip and number of travel days per week. Include campus attending and current address)

\_\_\_\_\_ Other (Please use back if necessary to explain educational expenses not listed. May include car maintenance (estimates or bills) and medical bills (should show what is not covered by insurance).)

**Please ask merchant to include your name on copies of all purchase orders or receipts.**

**The Financial Aid Office will notify you by correspondence if we need additional documentation to determine if a budget adjustment can be allowed, or if you are ineligible for the adjustment. A Student Federal Direct Loan Request Form must be attached for additional loan funds to be processed.**

Student's Signature \_\_\_\_\_ Date \_\_\_\_\_

**Fax or mail this form and any other requested documents to: Financial Aid Office, Des Moines Area Community College, 2006 S Ankeny Blvd., Ankeny, IA 50023 or FAX to (515) 964-6391.**

<i>Ankeny Campus</i> 2006 S. Ankeny Blvd. Ankeny, IA 50021-3993 515-964-6200	<i>Boone Campus</i> 1125 Hancock Dr. Boone, IA 50036-5399 515-432-7203	<i>Carroll Campus</i> 906 N. Grant Rd. Carroll, IA 51401-2525 712-792-1755	<i>Newton Polytechnic Campus</i> 600 N. 2 <sup>nd</sup> Ave. W. Newton, IA 50208-3049 641-791-3622	<i>Urban/DSM Campus</i> 1100 7 <sup>th</sup> Street Des Moines, IA 50314-3049 515-244-4226	<i>West Campus</i> 5959 Grand Ave. WDM, IA 50266-5302 515-633-2407
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