



**2020-2021**  
**BUDGET INCREASE REQUEST FORM**  
**FOR**  
**UPASS**

Name \_\_\_\_\_ ID# \_\_\_\_\_

This form is to be used solely for increasing a student’s Cost of Attendance (COA). Please complete the form fully and return it to the Office of Financial Aid. The Office of Financial Aid reserves the right to require additional documentation when necessary. Budget increase request will be processed within 2 weeks of the Office of Financial Aid receiving your completed form; you will receive an email notification when your revised award is ready for you to view on the myIITportal.

**Please note:** An offer of additional financial aid is not guaranteed. Each COA adjustment is reviewed on a case-by-case basis.

**Loan Amount Requested**                      \$ \_\_\_\_\_

- *This adjustment will increase your Federal Graduate PLUS loan if you have already borrowed the maximum Unsubsidized Stafford loan for the academic year.*
- *Please weigh whether the financial terms of an additional loan is more beneficial than the original method of payment.*
- *The Office of Financial Aid recommends that students borrow conservatively, and does not encourage students to borrow unnecessary federal student loan funds.*

**Deadlines to submit request:**  
Fall 2020 Semester: December 1, 2020

**Statement of Certification**

I certify that the information that I provide to the Office of Financial Aid is true and correct. If I purposely give false or misleading information, I will be reported to the Department of Education and may lose financial aid eligibility.

**Student signature** \_\_\_\_\_ **Date** \_\_\_\_\_

**I have read all the terms and conditions on this form. (Required)**

Please be aware that adjustments can only be made for actual, not anticipated changes in circumstances, and that this request may or may not result in an increase in your financial aid.

Refunds are processed and distributed by the Student Accounting Office. You can contact their office at [sa@iit.edu](mailto:sa@iit.edu) or at 312-567-3794.