



2022-23 Request for Cost of Attendance Adjustments

Student Name: _____

UH ID/Username: _____

Phone Number: _____

Date of Birth: _____

If your costs are beyond or in excess of the institution's Cost of Attendance (COA) which include tuition, fees, books & supplies, room & board, personal and transportation costs, then you can petition to increase your COA. Deadline to submit this form is 30 Days prior to the end of the current term/enrollment (whichever is earlier).

Step 1-Check who the additional costs in this petition applies to:

- Myself
- My Spouse
- My Parent(s)-Parent signature is required on this form if the costs relates to them.

Step 2-Attach a statement explaining your request. Make sure to include dates these costs were incurred.

Step 3-Check below the reason for your request. Submit documentation to support your request. Below are examples of supporting documents that maybe be provided.

What is your increase of costs request for:	Examples of documentation to attach to this request
Computer purchase – <i>Allowable only one time</i>	Receipt or price estimate (ex: invoice, quote, sales ad)
Child care expenses	Receipt or child care contract
Supplies required by program or supplies cost that exceed \$675 per semester.	Receipt or documentation from the department that includes the required supplies and costs
Unusually high or additional medical/dental/disability expenses	Receipt or bills or statements with costs
Transportation/Travel	Receipts or documentation for estimates of education related travel
Other cost(s)	Any documents that support your costs

Student Signature: _____ Date: _____

Parent Signature: _____ Date: _____

RETURN THIS FORM ALONG WITH ANY OTHER REQUIRED DOCUMENTATION TO THE COMMUNITY COLLEGE CAMPUS THAT YOU WILL BE ATTENDING:

Community College	Address	Email	Phone
Hawai'i Community College	1175 Manono Street * Hilo, HI 96720	hawccfao@hawaii.edu	(808) 934-2712
Honolulu Community College	874 Dillingham Boulevard * Honolulu, HI 96817	honccfao@hawaii.edu	(808) 845-9116
Kapi'olani Community College	4303 Diamond Head Road * Honolulu, HI 96816	kapfao@hawaii.edu	(808) 734-9537
Kaua'i Community College	3-1901 Kaunualii Highway * Lihu'e, HI 96766	kauccfao@hawaii.edu	(808) 245-8360
Leeward Community College	96-045 Ala 'Ike Street * Pearl City, HI 96782	lccfao@hawaii.edu	(808) 455-0606
University of Hawai'i Maui College	310 West Ka'ahumanu Ave * Kahului, HI 96732	mauifa@hawaii.edu	(808) 984-3277
Windward Community College	45-720 Kea'ahala Road * Kane'ohe, HI 96744	wccfao@hawaii.edu	(808) 235-7449

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