



Scholarships and
Financial Aid

Office of Scholarships & Financial Aid

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[OSFA's Secure File Upload website](#) • [UW's website](#)

2025-2026 Cost of Attendance (COA) Adjustment Appeal

The Cost of Attendance (COA) represents a realistic estimate of the costs associated with attending the University of Wyoming (UW). If you believe that the standard COA does not accurately reflect your basic educational expenses, you may submit this COA Appeal. If your appeal is approved, you could receive additional loan funds. Due to annual and aggregate loan limits, it is possible that your eligibility could be restricted to a Parent PLUS Loan/Graduate PLUS loan and/or private education loan. Please be aware that the University of Wyoming's Office of Scholarships & Financial Aid does not award or increase institutional aid for COA adjustments.

If you are ONLY requesting a Cost of Attendance adjustment to allow for the purchase of a computer, you should complete the 2025-2026 One-Time Computer Allowance Adjustment Request Form instead.

Section 1: Student Information

Student Name:		W#:	
Email Address:		Phone:	

Section 2: COA Adjustment Request Details

A. I am requesting a COA Adjustment For (check one):

☐ Fall 2025 and Spring 2026 ☐ Fall 2025 only ☐ Spring 2026 only ☐ Summer 2026

B. Types of Expenses that can be considered for a COA Adjustment Appeal (Check all that apply):

- ☐ You are paying more than the standard allowance for required tuition
- ☐ You are paying more than the standard allowance for required books & supplies
- ☐ You are paying more than the standard allowance for housing (your share only and we will use the average of your specific location if living off-campus)
- ☐ You are paying more than the standard allowance for educational transportation costs
- ☐ You are paying unusual expenses due to participation in a study-abroad program
- ☐ You are paying for dependent care expenses
- ☐ You are paying for University of Wyoming's Student Health Insurance
- ☐ You are making a reasonable purchase of a computer (allowed one-time).

C. Examples types of expenses that cannot be considered for a COA Adjustment Appeal but are not limited to:

- Consumer bills (i.e., credit card debt, cell phone payments, car payments, insurance)
- Expenses for extracurricular activities (i.e., conferences, sports, internships)
- Relocation expenses
- Expenses for other family members
- Pet or hobby expenses

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Section 3: COA Adjustment Documentation

The following expenses must be supported with documentation, please review closely as to what will need to be submitted for your appeal to be reviewed. Check all that apply to your situation.

☐ **Computer purchase**

Description: COA may be increased by a standard amount unless specific hardware/software is required.

- Required Documentation: Receipt for Purchase or Estimate (Shopping Cart printout acceptable)
- I am a(n): ☐ Undergraduate ☐ Graduate ☐ Other: _____
- Major: _____

☐ **Enrolled in a field trip experience**

Description: Short, faculty-led domestic trips (approx. one week) that is a course requirement.

- Required Documentation: Provide documentation from your college, department, or instructor detailing costs.

☐ **Dependent care expenses**

Description: Expenses must occur during educational activities (class, research, commuting, etc.)

- Required Documentation: Provide statements or contracts from your care provider.
- Number of dependents included in family size: _____

☐ **My tuition and fees exceed the COA amount**

- Review components of your COA: [Cost of Attendance Information](#)
- Eligibility: Enrollment exceeding base hours:
Undergraduate: 15 Credit Hours | Graduate: 9 Credit Hours | Law Student: 15 Credit Hours

☐ **My books, course materials, supplies, and equipment exceed the COA amount**

- Required Documentation: Copies of actual receipts for books and supplies.

☐ **My housing and food costs exceed the COA amount**

- Required Documentation:
 - Lease agreement (student's portion of rent)
 - Written statement of food expenses
 - Past three months' utility bills

Complete the Expense breakdown table below:

Expense Category	Monthly Amount	Documentation Attached?
Rent/Mortgage	\$	<input type="checkbox"/> Yes <input type="checkbox"/> No
Utilities (water, gas, etc.)	\$	<input type="checkbox"/> Yes <input type="checkbox"/> No
Groceries/Food	\$	<input type="checkbox"/> Yes <input type="checkbox"/> No
Medical Expenses	\$	<input type="checkbox"/> Yes <input type="checkbox"/> No
Transportation	\$	<input type="checkbox"/> Yes <input type="checkbox"/> No

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☐ **My transportation costs exceed the COA amount.**

Required Documentation:

- Recent maintenance receipts
- Airfare costs (holiday travel)

If you are requesting an adjustment due to commuting complete the table below.

Street Address	City / State / Zip	Daily Miles Roundtrip	Days per Week

Section 4: Explanation of Appeal

Please provide a detailed explanation of your circumstances. Attach additional pages if necessary.

Section 4: Signature and Certification

I certify that the information provided in this form and supporting documents is accurate and complete. I understand that submission of this form does not guarantee a change in my financial aid eligibility.

Warning: If you purposefully give false or misleading information on this form, you may be fined, sent to prison, or both.

Student Signature	Date (mm/dd/yy)
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Please return completed form via Secure File Upload: www.uwyo.edu/sfa/forms/upload.html

FOR OSFA USE ONLY

Date received: (mm/dd/yy)		Decision: <input type="checkbox"/> Approved <input type="checkbox"/> Denied <input type="checkbox"/> Additional Documentation Needed
Reviewed by:	Comments:	