



Scholarships and
Financial Aid

Office of Scholarships & Financial Aid

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

2025-2026 Professional Licensure or Certification Request for Cost of Attendance

Section 1: Student Information

Student Name:		W#:	
Email Address:		Phone:	

Section 2: Eligibility and Policy Overview

Students enrolled in a program of study requiring a professional license or certification may be eligible to request a Cost of Attendance (COA) budget adjustment to cover direct expenses associated with obtaining the licensure or certification exam. This adjustment may include the registration fee and administration costs for one required exam. Requests for additional exam attempts, or non-required exams, will be evaluated on a case-by-case basis.

- ☐ The associated costs must be incurred during an active period of enrollment and cannot be applied retroactively.
- ☐ If you have already reached your federal loan limits for the academic year, this adjustment may provide additional loan eligibility through the Graduate PLUS Loan program or private loan options.
- ☐ Per federal regulations, a COA adjustment cannot include:
 - Costs for exam preparation courses or materials
 - Late registration fees

Section 3: Budget Increase Request Details

A. Exam Name: _____

B. Exam Cost: \$_____

Semester for Budget Increase (check one): ☐ Fall 2025 ☐ Spring 2026 ☐ Summer 2026

Section 4: Signature and Certification

Each person signing below certifies that all information reported is complete and accurate. The student, and their FAFSA contributor(s) (if applicable) whose information was reported on the FAFSA, must sign and date. Typed signatures are not accepted.

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