Computer Reimbursement Request

Federal regulations allow for an increase in the Cost of Attendance (COA) for documented purchase of computer equipment for educational purposes. Submission of this form to the Financial Aid Office constitutes a request for a budget increase for reimbursement of the cost of allowable computer equipment and is governed by the following conditions.

I, __________________________ AU ID __________ request an increase in my Cost of Attendance for the _______________ academic year for purchase of computer equipment and understand the following.

- The COA increase for computer purchase is permitted as a onetime adjustment during matriculation at WCL.
- The computer allowance is limited to the actual cost of a single computer and associated peripherals or $1500 whichever is LESS.
- The COA increase will result in additional loan eligibility and may require supplemental borrowing to cover the cost. Note: Graduate PLUS and private loans are subject to lender discretion and are based on credit worthiness. (The Financial Aid Office is not responsible for the expense if funding is not granted.
- A dated receipt of purchase showing payment by the student must accompany the Reimbursement Request.
- Eligibility is limited to the semester in which the purchase is made. Exception: Incoming students may purchase equipment as of July 1 the summer preceding enrollment.
- The full purchase allotment is disbursed in the semester the request is made and may result in an unequal distribution of loan funds for the academic year.
- American University Washington College of Law is in no way responsible for the maintenance, upgrade or loss of equipment purchased through this request.

Documentation submitted in support of this request is true and accurate to the best of my knowledge.

Allowable computer expenses include:
- One computer and monitor, laptop or tablet/notebook (purchases cannot be combined)
- Printer
- Basic word processing software
- Antivirus software
- Standard warranty

Devices/equipment not covered include:
- iPods, Mp3 players, PDAs, E-book readers, digital cameras
- Supplies (paper, ink cartridges, DVDs, CDs, flash drives)
- Fax machines
- Accessories

I have read the above statements and agree to these terms.

Signature __________________________ Date __________

Return to: Washington College of Law - Financial Aid Office, 4300 Nebraska Avenue, NW, Suite C202
Washington, DC 20016-2132 Telephone: (202) 274-4040 Fax: (202) 274-4107