



UNIVERSITY of WISCONSIN  
GREEN BAY

# FINANCIAL AID ADDITIONAL EXPENSE FORM 2024-2025

STUDENT'S LEGAL NAME \_\_\_\_\_ STUDENT ID # \_\_\_\_\_ DATE \_\_\_\_\_

If you have additional expenses or a change in expenses, provide the following:

**Medical expenses** ~ generally, we will look at 2022 **paid** medical expenses only. List the expense and the individual for whom it was incurred. Provide documentation of the expense and of the amount paid. If medical expenses were claimed as a deduction on your tax return, submit a signed copy of your 2022 Federal Tax Return with Schedules 1, 2, 3 and A as applicable, or a copy of your **2022 Tax Return Transcript**. To request a **Tax Return Transcript** from the IRS for tax year 2022, contact the IRS at 1-800-908-9946 or [www.irs.gov/Individuals/Get-Transcript](http://www.irs.gov/Individuals/Get-Transcript).

**Mileage** ~ How many miles do you drive **per week** between school, work, and home?

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**Day Care** ~ Complete the following Day Care Expense chart. Provide a copy of a billing statement or signed letter from the daycare provider showing the amount billed and timeframe covered.

NAME OF FAMILY MEMBERS IN DAYCARE	AGE	RELATIONSHIP TO STUDENT	MONTHLY DEPENDENT DAYCARE EXPENSE	NAME & ADDRESS OF DAYCARE PROVIDER

For additional information regarding childcare assistance programs, please visit: [uwgb.edu/phoenix-cares/childcare/](http://uwgb.edu/phoenix-cares/childcare/)

Student ID # \_\_\_\_\_

**Miscellaneous** ~ List type of expense and **provide documents** (including dollar amounts), such as copies of receipts or price quotes (examples of professional licensure, certification, or a first professional credential, computer purchase; max \$800.00, disability related expenses not provided by other agencies).

- List **specific** dollar amounts.
- Give an explanation for the additional expenses, **with documentation**.

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Since changes in aid offers must be verifiable by the Financial Aid Office, providing detailed and thorough information will help to avoid delays in reviewing the appeal form.

**LEGAL SIGNATURES** (of student and others completing this form)

Student \_\_\_\_\_ Spouse \_\_\_\_\_

Parent 1 \_\_\_\_\_ Parent 2 \_\_\_\_\_

Parent e-mail address \_\_\_\_\_

You can securely upload this appeal and any supporting documentation here: <https://www.uwgb.edu/financial-aid/upload-documents/>.

You can also mail to: UW-Green Bay, Office of Financial Aid (SS1200), 2420 Nicolet Dr. Green Bay, WI 54311. We do not recommend emailing documents containing sensitive data. Questions? Need more information? Visit [www.uwgb.edu/financial-aid](http://www.uwgb.edu/financial-aid), call 920-465-2075 or email [financialaid@uwgb.edu](mailto:financialaid@uwgb.edu)