

## **Federal Financial Aid Cost of Attendance/Computer Policy**

Federal Student Aid Handbook—Student Eligibility

The Federal Financial Aid Cost of Attendance Budget (COA) factors in an allowance for books, supplies, transportation, and miscellaneous personal expenses. The Higher Education Amendments of 1998 include a provision that allows an institution, on a case-by-case basis, to include in a student's COA the documented cost of a personal computer. Allowing inclusion of the cost is not based on any particular program of study or program requirement. However, this request will only be considered by the Citadel Office of Financial Aid & Scholarships for full-time students enrolled in a degree program during the fall and spring semesters (summer semesters are excluded).

### **Citadel Cost of Attendance Computer Policy**

The following policies and procedures will be in effect for The Citadel's full-time degree-seeking undergraduate and graduate students:

1. The maximum allowance for purchase of a computer is \$2,500, which can include the cost of a printer.
2. Requests for inclusion of costs for maintenance and/or repair of a computer will not be considered. However, the cost of a maintenance contract or extended warranty, purchased along with the computer, can be included.
3. The cost of software, printer cartridges, paper, monthly online service fees, etc., will be assumed to be covered by the books and supplies and miscellaneous allowances already included in the student's COA.
4. In order to include the computer purchase in the COA, the student must provide a written pre-purchase store invoice, signed by the student (signature indicates intent to purchase), or an invoice with a dated receipt (proof of purchase) attached. Receipts or invoices must indicate that the student (or the student's parents, if a dependent student) has purchased or intends to purchase the computer.
5. The purchase must have occurred no earlier than 90 days prior to the date of the request.
6. Inclusion of the cost of a computer (or an upgrade) will be allowed *only once*.
7. In the case where an undergraduate student has a financial aid award comprised of grants, Citadel institutional scholarships (including full academic and full athletic scholarships), and South Carolina LIFE/Palmetto Fellows scholarships up to the standard COA, The Office of Financial Aid & Scholarships will increase the COA up to \$2,500 *and* The Citadel scholarship up to that year's actual catalog costs to attend the school, as long as all other conditions of this policy are met. Students may also use federal or alternative educational loan funds for the one-time computer purchase. Students should consult with a Financial Aid Counselor to find out about their loan eligibility or about Citadel scholarship adjustment eligibility.
8. Requests must be submitted no later than March 1<sup>st</sup> of the academic year.