BUDGET WORKSHEET
OFF-CAMPUS STUDIES • FINANCIAL AID • SCHOLARSHIP

Student Name: ______________________________________   ID #: ___________________ (located on your program evaluation)
Your cell phone #: _____________________________   Your email address: ______________________ @carleton.edu

Program Name: ____________________________________________________________
Program Sponsor: ________________________________________________________
(for example: SIT, DIS, CIEE, Butler, ACM, etc.)
Program Dates: _________________TO_________________   Term(s) / Year of program:  Fall 20___  Winter 20___   Spring 20___

Will you be taking a leave of absence from Carleton during the academic year you will be studying off-campus? If so, please mark the
term/year you’ll be on leave:
Fall 20___   Winter 20___   Spring 20___

**For ALL programs (Carleton and non-Carleton) you MUST:**
1. Attach either: a) your confirmed travel itinerary and costs; or
   b) a print-out of a flight search for your travel to/from the program site; you can use whatever search engine
   you prefer (Student Universe, Mobissimo, Kayak, Orbitz, etc.)

**For all non-Carleton programs you MUST:**
2. attach the supporting cost estimates from the program’s website or catalog

PROGRAM COSTS
Program Fee (amount billed by program sponsor): $ __________

List below program costs NOT covered by the program fee.
(NB: For All Carleton seminars – the Carleton comprehensive fee for a term in 2012-13 is $18,666, and includes room and board for OCS)

<table>
<thead>
<tr>
<th>ROOM</th>
<th>ADDITIONAL PROGRAM TRAVEL</th>
</tr>
</thead>
<tbody>
<tr>
<td>BOARD</td>
<td>PASSPORT, PHOTO, ID</td>
</tr>
<tr>
<td>BOOKS, SUPPLIES</td>
<td>VISA</td>
</tr>
<tr>
<td>HEALTH INSURANCE</td>
<td>TRAVEL INSURANCE</td>
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<tr>
<td></td>
<td>Only include if you are actually purchasing</td>
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<tr>
<td></td>
<td>travel insurance. May cover airline cancellations,</td>
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<td></td>
<td>travel delay, lost, stolen, or broken valuables, etc.</td>
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<td></td>
<td>You must provide proof of purchase before</td>
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<td>expense will be considered.</td>
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<tr>
<td>TRAVEL TO/FROM PROGRAM SITE</td>
<td>OTHER</td>
</tr>
<tr>
<td></td>
<td>Please explain</td>
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TOTAL COSTS NOT COVERED BY THE PROGRAM FEE: __________

** You must be enrolled full-time in order to receive financial aid.

Please continue on other side ➤

Complete items 1, 2, and 3 below before submitting your petition.
1. Please list any other off-campus study programs you have participated in:
_____________________________________________________________________
_____________________________________________________________________

2. I am receiving need-based financial aid, have accepted all of my self-help (loans and student employment), and would like to be considered for a Carleton OCS scholarship (Dubrow, Shivers, Sosted, 1956):  YES  NO  (please circle)

NB: Carleton scholarship application deadlines:
Winter break 2012 programs     Monday, October 15, 2012
Winter 2013 term programs      Monday, October 15, 2012
Spring 2013 term programs      Monday, February 4, 2013

3. I have reviewed the costs associated with this off-campus program and understand that any additional expense beyond the cost of a term at Carleton is the responsibility of the student/family. I understand that if my program is less costly, that my financial aid will be reviewed and adjusted. I understand that any scholarships I receive for my program must be reported to the Office of Student Financial Services.

Signature ____________________________    Date _________________

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**LOAN REQUEST**

*Complete the info below ONLY if you would like to be considered for LOAN funding to assist you with your OCS expenses.*

Submit this completed form (both sides) to the Office of Student Financial Services, Henry House as soon as possible but no later than 30 days prior to departure. Please attach any additional information that would be useful in considering your request for additional loan funds.

I have reviewed the costs associated with this off-campus program and understand that any additional expense beyond the cost of a term at Carleton is the responsibility of the student/family. However, to assist with these additional expenses, I am requesting a loan for

$_____________

________ I have reviewed these costs with my parent(s). They are aware of this request.

________ No, I have not talked with my parent(s) about this.  
*Carleton strongly recommends discussing this request with your parent(s)*