Stanford | Financial Aid

Computer Expense Form

Student Name	Email
SUID Number	Academic Year

STEP I: Read and Review

► **Loan eligibility and/or scholarship funds replaced by outside scholarships may be used to cover computer expenses that you incur on or after <u>August 1</u> for the subsequent academic year.**

► **Purchases must be made no later than the last date of enrollment.**

► **Documentation of the costs and purchase items are required to complete this request.**

Eligible Purchases

- Laptop, tablet, or desktop computer
- Laptop bag/carrying case
- Protective shell (case)
- External Monitor
- Display cable and display adapter
- Keyboard/mouse
- Printer and ink/toner
- Modems and Routers
- Surge protector
- Hardware warranty (up to 4 years)
- One data backup solution – (external hard drive/up to 4 years of cloud subscription services)
- Software required for coursework

Ineligible Purchases

- Cameras and camera accessories
- Games
- Gaming mouse/gaming keyboard/ other gaming controllers
- Smartphones
- Any other items not listed as eligible purchases

Microsoft Office will not be considered an eligible purchase as Stanford offers this software to students for free at http://softwarelicensingstore.stanford.edu/.

The Hub Student Learning & Technology provides recommendations for computer purchases at https://thehub.stanford.edu/get-started/get-started-you-arrive.

Amount Requested: $_____ *(Maximum $3,000 or the total of your costs, whichever is less.)*

☐ I am requesting the best available loan for the full amount.

☐ My outside scholarships exceed my Student Responsibility and I would like to request scholarship funding for this cost.

Required Documentation:

☐ Receipt from my purchase is attached, showing the amount requested and the purchase was made after August 1.

If you need funds before you can make your purchase, contact the FAO at <u>financialaid@stanford.edu</u> for additional instructions.

Please review the following statements. If you agree to the terms listed, sign and date below.

- The items shown on my receipts/invoice are included in the list of Eligible Purchases at the top of this form.
- I understand that I can apply for computer expenses to be covered by financial aid only once during my undergraduate enrollment, except in the case of changes to my learning needs, or documented theft or damage requiring repairs or replacement.
- I have carefully considered my ability to repay my student loans, including loan funds borrowed to cover computer expenses. I accept responsibility for timely repayment of all of my student loans.
- I understand that I may need to wait up to four weeks to process this request.

_____   _____
Student Signature   Date

Receipts must include unit cost and description of item purchased. Convert your documentation to a pdf and upload (along with this form) at <u>https://financialaid.stanford.edu/upload</u>.