

# Quarterly/Semester Cost of Attendance Budget Worksheet

Participant	Participant Status (Adult, DLW, IS/OS Youth)	Date
Training Provider	Program of Study	Training Begin/End Dates

Terms	Definitions
<b>Training Costs</b>	
Tuition	Cost of instruction/training
Fees	Additional charges assessed by the institution for an individual
Books	Required books for each class
Required Tools/Supplies	Mandatory for the successful completion of training (i.e. scrubs, tools, boots, etc.)
Room and Board	#1, 2, 5 in the "Monthly Expenses" section in Overall Budget in NEworks.
Personal Expenses	#3, 4, 6, 7, 8, 9, 11, 12, 13, 14, 15, 16, 17 in the "Current Monthly Expenses" section in the Overall Budget in NEworks
<b>Funding Sources</b>	
Pell	Federal student financial aid grant that does not have to be repaid and is based on individual need
Scholarships	Non-repayable financial award made to support a student's education that is awarded on the basis of academics or other achievements
Grant	Non-repayable financial award given to a recipient (usually needs based)
Other Funding Sources	#1-8 under "Current Monthly Income" in the Overall Budget in NEworks

	Training Costs Per Quarter/Semester
Tuition	
Fees	
Books	
Required Tools/Supplies	
Room and Board	
Personal Expenses	
Other Supportive Services	
<b>Total Amount</b>	

Fund Source	Amount Per Quarter/Semester
Pell	
Scholarships	
Grant	
Other (Voc. Rehab, TANF, Employment)	
<b>Total</b>	
	<b>Quarter/Semester</b>
<b>Total Training Cost</b>	
<b>Total Available Funding Sources</b>	
<b>Total Amount Remaining</b>	

Supporting documentation must be included in the client file and scanned into ECM to verify all training costs and Pell award amount.