

A Special Circumstance - Cost of Attendance (COA) appeal is a request to increase your estimated cost of attendance due to educational costs that exceed your UC San Diego standard cost of attendance. For the current cost of attendance for your program visit fas.ucsd.edu/cost-of-attendance.

The additional costs must occur during your period of attendance at UC San Diego for the current academic year, with an exception for computer purchases made during the summer for use during the fall quarter.

ALLOWABLE COSTS MAY INCLUDE:

- LIVING EXPENSES (including Rent/Mortgage and Utilities)
- BOOKS AND SUPPLIES
- TRANSPORTATION /TRAVEL
- CHILD CARE
- COMPUTER
- MEDICAL CARE/ DISABILITY
- ADDITIONAL COURSE FEES/EXPENSES
- OTHER

Deadline: 2025-2026 current academic year Special Circumstance - COA Appeals must be **submitted by May 15, 2026**. Costs accrued for Summer 2025 enrollment can be documented through the end of your enrolled summer session.

Please note:

- You must be a current, registered UC San Diego student to appeal.
- Approved appeals will receive an increase in financial aid, based on student eligibility and funding availability.
- An appeal submission request does not guarantee an approval.
- Original documentation is *not* required.
- **Expenses not covered include the following:** credit card debt, cable bill, initial car purchase, trips for entertainment purposes.

The Document Submission Tool allows you to electronically submit documents directly to the UC San Diego Financial Aid and Scholarships Office.

Please review the following before continuing to the Document Submission Tool:

Set up access through the Document Submission Tool before requesting an appeal. Instructions and a link to the Tool are available in your MyTritonLink, Financial Tools, Financial Aid. Select the aid year 2025-26. Once you have created a Document Submission Tool account, you can continue to access it through the MyTritonLink Financial Aid page in the "Important Info" section.

1. Once you are logged on, you may request an appeal by selecting the "Manage Requests" button.



- Then select the “+” for “Special Circumstance - COA Appeal” under the applicable school year.

Manage Requests

You can request to open an appeal or upload a specific document or close the request if you no longer wish to proceed. If you are unsure which award year to choose for a request, please confirm with your school.

Request Type	2025-2026
Professional Judgment: Unusual Circumstance Appeal	+
Professional Judgment: Special Circumstance - SAI Appeal	+
Professional Judgment: Special Circumstance - COA Appeal	+

- When requesting the Special Circumstance - COA Appeal, enter a brief explanation for the request. This is not your appeal statement, so a quick statement about why you are completing the appeal.

Add Request

Professional Judgment: Special Circumstance - COA Appeal -- 2025-2026

Please explain your reason for this request.

Enter your comments...

Characters left: 255/255

Submit
Go Back

- Open the Special Circumstance - COA Appeal form and click "Fill Out."

2025 - 2026 Professional Judgment: Special Circumstance - COA Appeal

PJ Special Circumstance - COA Appeal Web Form

This web form allows you to appeal your PJ Special Circumstance - COA Appeal due to additional incurred costs. The Financial Aid and Scholarships Office shall review your case upon successful completion and submission of the web form. Please contact the Financial Aid and Scholarships Office for additional information or if you have questions.

My housing costs are higher than what is included in the cost of attendance budget.

Appeal Status: Open

PJ Special Circumstance - COA Appeal Web Form

Fill Out

- Review Instructions and Acceptable Documentation link. Note you must upload documentation for your request to be processed. Click Continue.

Acceptable documentation: <https://faoforms.ucsd.edu/forms/COAExpensesDocumentation.pdf>

Instructions

A Cost of Attendance Appeal is a request to increase your cost of attendance for educational expenses that exceed the standard cost of attendance for your program. To view standard costs visit fas.ucsd.edu/cost-of-attendance. Qualified additional costs must be documented, and incurred during your period of enrollment, except for a computer which was purchased after September 1. Additional aid will be offered in the form of loans.

Review documentation requirements here <https://faoforms.ucsd.edu/forms/COAExpensesDocumentation.pdf>

You must check the box indicating you will submit documentation to complete this form.

- Under "Demographics" confirm your first name, last name, and telephone number. Select "Continue"

Please correct the following information if needed.

First Name

Last Name

Phone Number

- Under "Circumstances & Statement"

- Select the applicable check boxes you are documenting.

- i. For each item enter the estimated amount of the additional/unexpected expenses for the academic year AND a detailed explanation addressing the circumstance of the expense.
 1. Please note: while the form requests costs between July 1, 2025 and June 30, 2026, we will only consider documented expenses accrued during your specific period of enrollment (e.g. if attending Fall 2025 only, we will look at September-December 2025, and not costs for the entire 2025-2026 academic year).
- b. Check the box “I will provide supporting documentation” and then “Continue.”

Please provide a detailed statement that includes an explanation of the circumstances around any unexpected cost that you and/or your family have incurred this school year.

Please select the following circumstances that led to unexpected/additional expenses.

☒ Living Expenses (including Rent/Mortgage and Utilities)

Amount of additional/unexpected expenses between July 1, 2025 and June 30, 2026: \$

Please explain the circumstances of this expense.

☐ Books & Supplies

☐ Transportation/Travel

☐ Child Care

☐ Computer

☐ Medical Care/Disability

☐ Additional Course Fees/Expenses

☐ Other

☒ I will provide supporting documentation.

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8. Sign and submit your form.
9. Upload any required supporting documentation by pressing “Upload” and then “Add Page(s)” for more than one document. If you forgot what documents are required for the appeal reason, you can click the pdf form link to review required documentation under the reason you checked.

☐ Upload Supporting Documentation ?

10. Click “Submit” and “Finish” once all tasks have been completed.

You will be notified by Financial Aid and Scholarships when your appeal has been processed, or if any additional information is required.