



# Living Expense Funds Request Form and Monthly Budget Worksheet

Use this form to request student loan funds for living expenses (also called a stipend).

## How it works

- Your approved private or federal loan funds for living expenses will be split evenly between your two terms in the academic year, unless otherwise indicated below
- Private loans must be certified by Roseman before funds are sent to us
- If your loan is approved close to the start of the term (within 3 weeks), your funds may be delayed
- Private lenders typically send funds **about 3-4 weeks after certification**, and stipends are issued **within 14 days after Roseman receives the funds**

Student Name \_\_\_\_\_

Program/Year \_\_\_\_\_

## Request Details

Check one option

- Request the maximum amount allowed for living expenses
- Request a specific amount per term (enter 0 if not requesting funds for a term)

Amount requested per term for the current academic year: Term 1: \_\_\_\_\_

Term 2: \_\_\_\_\_

NOTE: If amount requested per term exceeds the maximum allowed by regulation, or if your approved private loan is not enough, we will generally process the loan with equal amounts each term.

Use this section to estimate how much you need for living expenses.

Income	Monthly Amount
Work (take home pay)	
Family support / Other Income	
<b>Total</b>	

Expenses	Monthly Amount
Housing (rent/mortgage, utilities, other)	
Insurance (auto, house, health, renters, etc.)	
Cell phone, internet, TV, etc.	
Groceries	
Transportation (car payment, maintenance, gas, parking, etc.)	
Personal care (gym membership, haircare, personal products, etc.)	
Entertainment	
Medical expenses	
Credit card debt	
Student/Other Loans	
Pets / Gifts / Other Expenses	
Miscellaneous	
<b>Total</b>	

<b>Monthly income minus expenses</b>	
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## Direct Deposit (Strongly Recommended)

Set up direct deposit in the [Student Portal](#):  
*My Finances > Direct Deposit Info > +Add a bank*

## Submission

Upload this completed form in the [Student Portal](#):  
*My Documents > Document Center*