

Budget/Enrollment Change Form (BEC) 2025-2026

Use this form to request an adjustment to your cost of attendance due to change in enrollment status and/or housing plans.

Student Information

Last Name: _____ First Name: _____

ID Number: _____ Telephone No: _____ Email: _____

Enrollment Change

Enter the number of credits that you are or plan to be enrolled in to update your enrollment status:

Full-Time (FT) is 12 or more credits for undergrads and 9 or more grad credits for grads

Three-Quarter Time (QT) is 9 to 11 credits for undergrads

Half-Time (HT) is 6 to 8 credits credits for undergrads and 5 to 8 grad credits for grads

Less Than Half-Time (LTHT) is 1 to 5 credits for undergrads and 1 to 4 grad credits for grads

Spring and Summer Credits are added to together to determine enrollment status of FT, QT, HT, or LTHT

****Please note you must be at least half-time to obtain a Federal Direct Loan.****

FALL 2025	WINTER 2026
# of credit _____	# of credit _____
SPRING 2026	SUMMER 2026
# of credit _____	# of credit _____

Housing Plans Change

Change housing status to: ☐ Off Campus ☐ On Campus ☐ With Parent

****Please note that housing plan changes do not always result in extra financial aid eligibility.****

****Additional loans may be necessary.****

Comments

Please add any additional comments you feel may be unique to your situation.

I Acknowledge:

☐ **YES** – I Acknowledge that by changing my enrollment or housing plans, my financial need and cost may change and cause my financial aid eligibility to change!

Student Signature

Date