



# Book Allowance Request Form 2022/2023

The RCC online bookstore makes course books and supplies conveniently available for purchase. Financial aid recipients can either use aid in excess of tuition/fees to make course book/supply purchases from the RCC online bookstore through 10:59 pm of the second Tuesday of term, or they can submit this form for a possible funding allowance toward a course book/supply purchase from a non-RCC vendor.

Deadline: Awarded aid recipients who will have aid in excess of tuition/fees, who have decided to make course book/supply purchases from a non-RCC vendor, may complete this form and submit it to their Financial Aid Advisor by 5pm on the first Wednesday of the term. For specific Financial Aid Advisor contact information (per student pathway), please visit [www.roguecc.edu/RCCfinAid/contact.asp](http://www.roguecc.edu/RCCfinAid/contact.asp) or fax it to: 541-471-3585.

RCC will process up to one request per term, in 2-3 business days, and notify you if your request is denied. If approved, the lesser of your requested amount or your budgetary book/supply allowance (up to \$482 for Full-Time, \$362 for 3/4-Time, \$241 for Half-Time and \$121 for Less-Than-Half-Time) will be refunded to you by check.

**Student Information (please print):**

*(Must match personal contact information in myRogue)*

Full, Legal Name: First \_\_\_\_\_ Last \_\_\_\_\_  
Street Address \_\_\_\_\_ Student ID # \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_  
Phone Number (\_\_\_\_) \_\_\_\_\_ Term \_\_\_\_\_ Requested Allowance Amount\*\*\* \$ \_\_\_\_\_

**\*\*\*Documentation for course books/supplies to support this total is required.**

**Student Certification:**

*"Please evaluate my eligibility to receive a book allowance for the term indicated. I have attached documentation of my course books and supplies costs from a non-RCC vendor. If I do not maintain eligibility for financial aid or my adjusted aid is not enough to cover my tuition, fees and book allowance, I understand that I am responsible to pay any balance owed to RCC in a timely manner to avoid late fees and collections costs. I understand that by purchasing my course books and supplies elsewhere, I accept full responsibility for ensuring that my purchase meets course/instructor requirements both in content and timing."*

**Student Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

\*\*\*\*\*FINANCIAL AID ADVISOR OFFICE USE ONLY\*\*\*\*\*

Student Name _____	ID# _____	Term _____
Was this completed request received by 5pm on the first Wednesday of the term?.....	Yes	No
Does the student have financial aid awarded for the term indicated?.....	Yes	No
Has the student received a Book Allowance already for this term?.....	Yes	No

<input type="checkbox"/> <b>Request Approved</b> (If Yes, Yes, and No indicated above.)
COA Book/Supply Allowance Based on Aid-Eligible Enrollment Level..... \$ _____ (A)
"Excess Aid" (awarded aid, less tuition/fees/Ambassador charges) .....\$ _____ (B)
Requested Allowance Amount, as documented.....\$ _____ (C)
<b>Eligible Book Allowance (lesser of A, B or C) ..... \$ _____</b>
Date Processed ..... / /
Processing Directions: Scan, copy/paste document in email to <a href="mailto:star@roguecc.edu">star@roguecc.edu</a> to issue a refund.
<input type="checkbox"/> <b>**Request Denied</b> (If No, No, or Yes indicated above.)
FAA Processing Directions: Scan, highlight reason for denial and return to student.