



- I understand that I am responsible for paying all charges associated with the Faculty Directed Program.
- I understand that I must meet Satisfactory Academic Progress (SAP) to be eligible for financial aid. The detailed SAP Policy is available at [https://docs.financialaid.uic.edu/docs/SAP\\_Policy.pdf](https://docs.financialaid.uic.edu/docs/SAP_Policy.pdf).

**Section C – Student Signature**

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**PLEASE NOTE:** Approval of this budget adjustment request is not automatic or guaranteed. Alternative Loans (which are subject to credit check approval) may be the only financial aid options available. I have read and I agree with the terms and conditions listed above. I understand that if I do not meet the requirements, I may not be eligible to receive Federal, Institutional, or State funds to pay for my Faculty Directed Program expenses.

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**Student’s Signature** **Date**

**NOTE: Signatures cannot be typed or stamped. They must be a signature.**

**Section D – Submission Instructions**

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**What you should do:**

1. Complete this entire worksheet. Answer all questions and SIGN the form.
2. Submit ALL documents at the same time.
3. Upload this form and all required documents on the UIC Portal.
  - a. Login to the UIC Portal at <https://my.UIC.edu>
  - b. Click on the “Student” tab
  - c. Click on “Financial Aid Menu”
  - d. You should then be on the Financial Aid “Home” tab
  - e. Choose the 2025-2026 Award Year
  - f. Under Unsatisfied Requirements, click “Choose File” (If the requirement is not listed, contact your Financial Aid Counselor at <https://financialaid.uic.edu/faq/contact-us/> to have the requirement added)

For additional upload instructions, please visit [https://docs.financialaid.uic.edu/docs/PDF\\_upload\\_guide.pdf](https://docs.financialaid.uic.edu/docs/PDF_upload_guide.pdf).

ENTER YOUR UIN →

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