

MPAS INTERACTIVE BUDGET WORKSHEET GUIDE

Where can I access the Budget Worksheet?

The HWCAM Interactive Budget Worksheet can be found on our website at [MPAS Interactive Budget Worksheet 2017-2018](#)

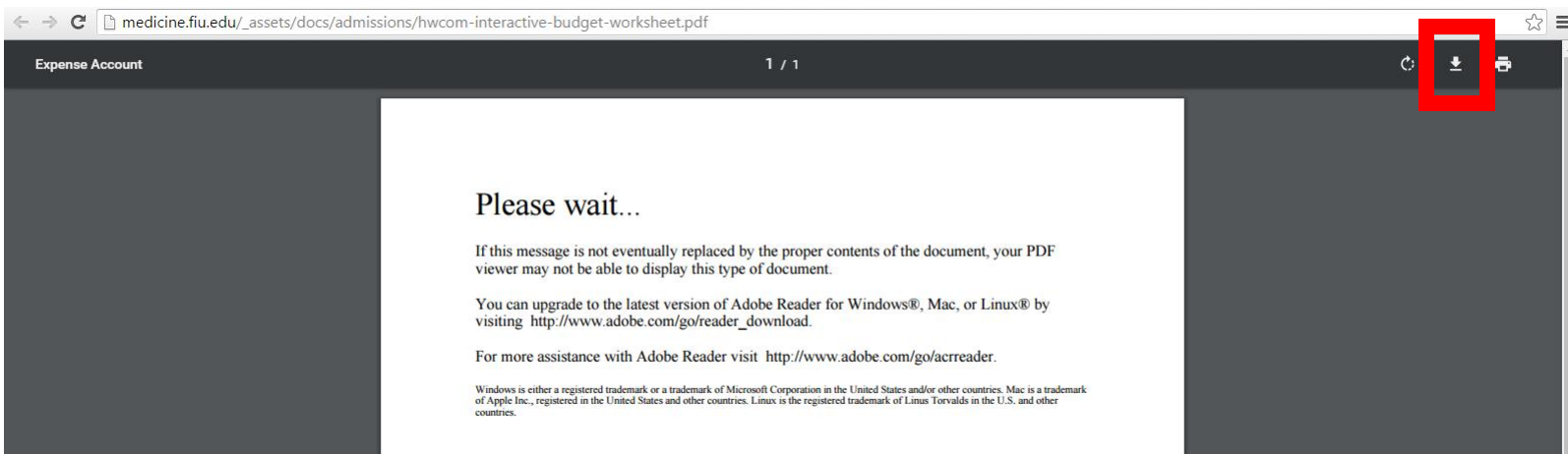
What is the MPAS Interactive Budget Worksheet?

The purpose of the Budget Worksheet is to assist you in budgeting for the upcoming academic year. It is a useful tool to help you in determining how much financial aid you should accept.

Supported Browsers

The worksheet works on the updated current versions of Chrome, Firefox, Internet Explorer and Safari.

When using Chrome, Firefox and Safari, you will encounter the message below. To retrieve the Interactive Budget Worksheet, please download by clicking the button indicated in red below. This will prompt you to save the document on your device.



***If you're using a supported browser i.e. Chrome, but the tuition prices are not populating and you are unable to fill in the sheet, you may be using an extension that interferes with browser detection. Try disabling your browser extensions to resolve the problem.*

For example, Chrome has its own PDF viewer but it does not work well with the interactive form and must be disabled. To Disable the Chrome PDF viewer please follow the directions below so that the form will open in Adobe viewer instead.

- 1) In the Chrome browser bar, enter the text: chrome://plugins
- 2) Find the Chrome PDF viewer and the Adobe Reader plug-in.
- 3) Ensure that the Chrome viewer is disabled and that Adobe Reader is enabled. See Adobe XI Acrobat Help for step-by-step instructions.

How to use the MPAS Interactive Budget Worksheet

(Please have the worksheet open with the guide to follow along with the instructions)

- 1.) First choose whether you are In-state or Out-of-State student, followed by what academic year you are in.

Budget Worksheet

Residency: In State Out of State

Academic Year: M1 M2 M3 M4

FINANCIAL RESOURCES

Source	Monthly	Fall (4 Months)	Spring (4 Months)	Summer (4 Months)	Annual
Grants					
Scholarships					
Federal Unsubsidized Loan					
Federal Graduate PLUS Loan					
Other Loans					
Acad./Summer Year Earnings					
Investment Income					
Savings/Other Assets					
Spousal Earnings (net)					
Parent Contribution/Gifts					
TOTAL RESOURCES					

FINANCIAL EXPENSES

Source	Monthly	Fall (4 Months)	Spring (4 Months)	Summer (4 Months)	Annual
Tuition/Fees					
Medical Student Fees					
Books/Supplies/Instruments					
Credit Card Payments	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Rent/Mortgage	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Utilities	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Telephone/Cellphone	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Insurance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Groceries	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Meals away from home	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Household Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Clothes	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Lundry/Dry Cleaning	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Auto Payment/Car Insurance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Transportation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Parking/Taxi	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Travel/Travel	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Medical/Dental/Medication	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Child Care	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Recreation/Entertainment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Cable TV/Internet	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Hair Care/Grooming/Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL EXPENSES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

BALANCE SHEET

	Monthly	Fall (4 Months)	Spring (4 Months)	Summer (4 Months)	Annual
TOTAL RESOURCES					
TOTAL EXPENSES					
SURPLUS/DEFICIT					

Residency: In State Out of State

Academic Year: PA1 PA2

***If the tuition and fees amounts do not populate on the form after you select your residency and academic year you may be using an extension that interferes with browser detection. Try disabling your browser extensions to resolve the problem. Please refer back to the Supported Browsers section for instructions on how to disable browser extensions.*

- 2.) You are now ready to start filling in the Budget Worksheet. Start in the Financial Resources section. The Financial Resources sections require manual input. The form will then total the amounts in each column as you fill in the form.

FINANCIAL RESOURCES

Source	Monthly	Fall (4 Months)	Spring (4 Months)	Summer (4 Months)	Annual
Grants					
Scholarships					
Federal Unsubsidized Loan					
Federal Graduate PLUS Loan					
Other Loans					
Acad./Summer Year Earnings					
Investment Income					
Savings/Other Assets					
Spousal Earnings (net)					
Parent Contribution/Gifts					
TOTAL RESOURCES					

- 3.) Next fill in the Financial Expenses portion of the worksheet. For this section, input your expenses in the Monthly column and the form will calculate how much that equals per term and annually, as well as total the amounts in each column. Books and Supplies and MPAS Student Fees need to be inputted manually based on your actual expenses for these items.

4.) Example of boxes not filled in:

Fill in your monthly expenses here

FINANCIAL EXPENSES					
Source	Monthly	Fall (4 Months)	Spring (4 Months)	Summer (4 Months)	Annual
Tuition/Fees	\$4,847.00	\$19,387.00	\$19,387.00	\$0.00	\$38,774.00
Medical Student Fees					
Books/Supplies/Instruments					
Credit Card Payments		\$0.00	\$0.00	\$0.00	\$0.00
Rent/Mortgage		\$0.00	\$0.00	\$0.00	\$0.00
Utilities		\$0.00	\$0.00	\$0.00	\$0.00
Telephone/Cellphone		\$0.00	\$0.00	\$0.00	\$0.00
Insurance		\$0.00	\$0.00	\$0.00	\$0.00
Groceries		\$0.00	\$0.00	\$0.00	\$0.00
Meals away from home		\$0.00	\$0.00	\$0.00	\$0.00
Household Supplies		\$0.00	\$0.00	\$0.00	\$0.00
Clothes		\$0.00	\$0.00	\$0.00	\$0.00
Laundry/Dry Cleaning		\$0.00	\$0.00	\$0.00	\$0.00
Auto Payments/Car Insurance		\$0.00	\$0.00	\$0.00	\$0.00
Transportation		\$0.00	\$0.00	\$0.00	\$0.00
Parking/Tolls		\$0.00	\$0.00	\$0.00	\$0.00
Travel/Vacation		\$0.00	\$0.00	\$0.00	\$0.00
Medical/Dental/Medication		\$0.00	\$0.00	\$0.00	\$0.00
Child Care		\$0.00	\$0.00	\$0.00	\$0.00
Recreation/Entertainment		\$0.00	\$0.00	\$0.00	\$0.00
Cable TV/Subscriptions		\$0.00	\$0.00	\$0.00	\$0.00
Hair Care/Grooming Supplies		\$0.00	\$0.00	\$0.00	\$0.00
Other		\$0.00	\$0.00	\$0.00	\$0.00
TOTAL EXPENSES	\$4,847.00	\$19,387.00	\$19,387.00	\$0.00	\$38,774.00

The form will calculate how much your monthly expenses total per term and annually here

Example of boxes filled in:

Notice how the form sums up the total for you!

FINANCIAL EXPENSES					
Source	Monthly	Fall (4 Months)	Spring (4 Months)	Summer (4 Months)	Annual
Tuition/Fees	\$4,847.00	\$19,387.00	\$19,387.00	\$0.00	\$38,774.00
Medical Student Fees					
Books/Supplies/Instruments					
Credit Card Payments	\$100.00	\$400.00	\$400.00	\$400.00	\$1,200.00
Rent/Mortgage	\$700.00	\$2,800.00	\$2,800.00	\$2,800.00	\$8,400.00
Utilities	\$100.00	\$400.00	\$400.00	\$400.00	\$1,200.00
Telephone/Cellphone	\$40.00	\$160.00	\$160.00	\$160.00	\$480.00
Insurance	\$200.00	\$800.00	\$800.00	\$800.00	\$2,400.00
Groceries	\$100.00	\$400.00	\$400.00	\$400.00	\$1,200.00
Meals away from home	\$100.00	\$400.00	\$400.00	\$400.00	\$1,200.00
Household Supplies	\$50.00	\$200.00	\$200.00	\$200.00	\$600.00
Clothes	\$100.00	\$400.00	\$400.00	\$400.00	\$1,200.00
Laundry/Dry Cleaning	\$50.00	\$200.00	\$200.00	\$200.00	\$600.00
Auto Payment/Car Insurance	\$350.00	\$1,400.00	\$1,400.00	\$1,400.00	\$4,200.00
Transportation	\$80.00	\$320.00	\$320.00	\$320.00	\$960.00
Parking/Tolls	\$20.00	\$80.00	\$80.00	\$80.00	\$240.00
Travel/Vacation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Medical/Dental/Medication	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Child Care	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Recreation/Entertainment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Cable TV/Subscriptions	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Hair Care/Grooming Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL EXPENSES	\$6,837.00	\$27,347.00	\$27,347.00	\$7,960.00	\$62,654.00

Here is an example of what the form will look like and do once you fill in your monthly expenses

5.) Once both sections (Financial Resources and Financial Expenses) are completed, you can scroll down to the last section titled Balance Sheet and see what your Resources minus your Expenses equals to be able to determine if you have accepted enough Financial Aid or budgeted accordingly.

If your expenses are greater than your resources the total will be in red

BALANCE SHEET					
TOTAL RESOURCES (minus)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL EXPENSES (equals)	\$6,837.00	\$27,347.00	\$27,347.00	\$7,960.00	\$62,654.00
SURPLUS/DEFICIT	\$-6,837.00	\$-27,347.00	\$-27,347.00	\$-7,960.00	\$-62,654.00

If your expenses are less than your resources the total will be in green

BALANCE SHEET					
TOTAL RESOURCES (minus)	\$7,210.00	\$39,000.00	\$39,000.00	\$0.00	\$78,000.00
TOTAL EXPENSES (equals)	\$6,837.00	\$27,347.00	\$27,347.00	\$7,960.00	\$62,654.00
SURPLUS/DEFICIT	\$373.00	\$11,653.00	\$11,653.00	\$-7,960.00	\$15,346.00

** The Balance Sheet Section is calculated for you based on the amounts you put in the previous sections above.