

## Quarter Budget Worksheet

List your expected expenses. Consult your checkbook record/bank statements and your college... to figure out the amount you will spend for **fixed expenses** (registration fees, rent, utilities) and **flexible expenses** (books/supplies, food, personal).

<b>FIXED EXPENSES</b>	<b>FALL</b>	<b>WINTER</b>	<b>SPRING</b>	<b>SUMMER</b>
TUITION & FEES				
RENT				
UTILITIES (Gas, Electric, Telephone)				
OTHER				
<b>Sub-Total FIXED EXPENSES</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
<b>FLEXIBLE EXPENSES</b>				
FOOD				
BOOKS/SUPPLIES				
CLOTHING				
LAUNDRY				
MEDICAL				
TRANSPORTATION				
RECREATION				
PERSONAL				
OTHER				
<b>Sub-Total FLEXIBLE EXPENSES</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
<b>TOTAL ALL EXPENSES (Fixed+Flexible)</b>				
<b>INCOME</b>				
EARNINGS				
FINANCIAL AID (GRANTS)				
SCHOLARSHIPS				
LOANS				
WORK STUDY				
SAVINGS (for education)				
PARENTS/FAMILY				
OTHER (Social Security, VA...)				
<b>TOTAL INCOME</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
<b>(MINUS) TOTAL EXPENSES</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
<b>BALANCE</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>

Subtract your total expenses from your total income. If your income exceeds your expenses, you have a budget plan to follow. If not, you will need to find a way to balance the figures.

To balance your budget you may need to reduce your expenses. Look for items that can be eliminated or cut. If you can't find items to eliminate from your budget, you may need to increase your income through temporary part-time employment; or you may want to speak with a Financial Aid Officer about documenting additional expenses.