

COM M4 Residency Travel Allowance Budget Increase 2025-26 *Information & Instructions*

Only to be utilized by M4 COM students seeking to match in highly competitive areas and have exceeded the \$2,000 residency expense already included in the COA.

Note: \$2,000 has already been included in the M4 Cost of Attendance for Residency Interview Expenses. (\$1,000 for students in PCMD 3-year program)

For fourth year students only, the Financial Aid Office will increase the residency travel budget allowance and process a loan increase on a case-by-case basis. Approval of your application does not guarantee funding at the level originally requested.

You will be notified via e-mail correspondence of the decision regarding your professional judgment request within two weeks of submitting all required documentation. Please note:

- Financial Aid Office does not guarantee 100% reimbursement of additional budget request.
- Additional award increases will be based on remaining federal loan eligibility.
- Failure to submit all required documents will result in a delay in the processing of your professional judgment request.

Allowed residency expenses

- Reasonable economy round-trip travel -airfare or mileage to and from interview -MUST be the most cost-effective option. Supporting documentation required.
- Reasonable costs of lodging. Not to exceed GSA rate.
- ERAS Application fees
- NRMP Application fees

Residency expenses not allowed

- Meals (food allowance already provided in COA)
- Travel or meals for spouse, child or anyone other than the student
- Lodging that exceeds the GSA rates
- First class airfare
- Gas
- Non-mandatory rental vehicle fees. ex. rental damage waiver

Requesting reimbursement

You must itemize and total all expenses you are requesting. Documents will be reviewed, and the approved increases will be processed/dispensed for the term the expenses were incurred.

Tools:

Rotating Room: <https://rotatingroom.com/>

GSA Rates: <https://www.gsa.gov/travel/plan-book/per-diem-rates>

2025 Mileage Rates: [IRS increases the standard mileage rate for business use in 2025; key rate increases 3 cents to 70 cents per mile | Internal Revenue Service](#)

COM M4 Residency Travel Allowance Budget Increase 2025-26

Name: _____ Student ID: _____

Specialty: _____ Date: _____

Instructions

Complete this form only if you are a M4 UAMS College of Medicine student enrolled in the final year of the MD program.

Notice: Submitting this budget adjustment request does not guarantee additional financial aid funding.

- Carefully read the Residency Interviews Budget Increase Information and Instructions.
- Interview expenses must be incurred during (not prior or after) your current period of enrollment.
- You must submit detailed documentation to verify the expenses. **Documentation must clearly show the dollar amounts paid and dates of the expenses/bills.**
- **ATTACH** a copy of each document named in the following checklist.

Checklist of items to be attached

Place a checkmark beside each document that you attach to this form.

- ERAS Payment Receipt and ERAS Programs Applied To List showing the residency programs to which you have applied. It is located within the “Programs” tab after you log in to ERAS. Click the “programs applied to” link on the right. Print the document for attachment to this form.
- National Residency Matching Program (NRMP) registration receipt.
- Verification of scheduled interview(s) from the Residency Program.
- Detailed, itemized documentation of costs by providing receipts for transportation and accommodations, MapQuest or equivalent if requesting mileage roundtrip UAMS to interview. All receipts are required. We are unable to make exceptions.
- An itemized spreadsheet or document of expenses you are requesting.

Authorization to Increase Federal Direct Unsubsidized Loan and/or Graduate Plus Loan:

I authorize UAMS to process additional loan funds to the maximum amount possible. I declare the information and documentation I am providing to be true and correct to the best of my knowledge.

Student Signature: _____ Student ID: _____ Date: _____

For office use only

Reviewed by _____ & _____ Loan/Amount/Term Processed: _____

Date: _____