

Record your monthly income sources and amounts. Multiply each line by four to determine your semester budget. Total your income and subtract a contribution to your savings to determine the total amount of money you have to spend, or expendable income.

INCOME	Monthly Budget		Semester Budget
Job 1		x 4	
Job 2		x 4	
Summer Job Savings		x 4	
Investments		x 4	
Parents/Family		x 4	
Financial Aid		x 4	
Miscellaneous Income		x 4	
TOTAL INCOME		x 4	
Less Savings Contribution	–	x 4	–
TOTAL EXPENDABLE INCOME		x 4	

Record your total expendable income for the semester from above in first cell of the remaining balance column below. Allocate your available money to each line-item below. Subtract each allocation from the remaining balance of the line above to determine the remaining balance after that expense for each line.

EXPENSES	Expense Allocation	Remaining Balance
Starting expendable income balance		
_____ (Monthly Payment)		
_____ (Monthly Payment)		
Tuition		
School Books and Fees		
Transportation (e.g.: auto insurance, maintenance, gas)		
Food: (groceries and eating out)		
Entertainment		
Personal and Health Care		
Gifts		
Discretionary Allowance (e.g.: clothes, CDs, etc.)		
_____ (Other Expense)		
TOTAL EXPENSES		

Your semester expense allocations may be simply divided by four to give you a month-by-month guideline for spending, or you may consider adopting monthly budgets to reflect month specific costs, while remaining within your budget's semester allocation for each line-item.

