



Use this form to request help with emergencies related to educational costs. To qualify, you must utilize all federal resources available. Requests can be submitted each term and awards will not exceed \$500.

Things to Know About the Emergency Fund Process:

- Students must apply for all federal resources available to them prior to submitting an emergency request. These resources include student loans. If you need to request students loans, email the Financial Aid Office from your COCC email account with your request.
- Emergencies are reviewed weekly by a committee. The outcome of the request will be communicated with the student through their COCC email account.
- If approved, emergency funds are awarded and disbursed in the same way all financial funds are processed. Watch your Bobcat Web Account under Student Refund for the most recent information related to your award.
- Students must be enrolled at least half-time at the time of request and must be meeting the requirements of Satisfactory Academic Progress.
- Funds are limited and based on availability. Awards are reviewed on a first-come, first-serve basis.
- Students must have financial need as determined by the FAFSA/ORSA and Cost of Attendance.

Step 1. Describe Emergency (required) Attach a brief explanation outlining your financial emergency. Check all boxes that apply.

- | | |
|---|--|
| <input type="checkbox"/> Vehicle Repair/Transportation | <input type="checkbox"/> Childcare costs |
| <input type="checkbox"/> Eviction/Housing | <input type="checkbox"/> Loss of aid near program completion |
| <input type="checkbox"/> Utility Shut Off/Past Due Notice | <input type="checkbox"/> Other: _____ |

Step 2. Determine Urgency (required) To determine the urgency of your financial emergency, check all boxes that apply.

- | | |
|---|--|
| <input type="checkbox"/> I am at risk of withdrawing from all courses | <input type="checkbox"/> I spent all of my aid refund for the term |
| <input type="checkbox"/> I am at risk of failing Satisfactory Academic Progress | <input type="checkbox"/> I need reimbursement for costs already paid |
| <input type="checkbox"/> I am currently unable to attend my courses | <input type="checkbox"/> Need funds by: _____ |

Step 3. Attach Documentation (required) Attach separate documentation to this form pertaining to your financial emergency. Examples of documentation may include: Utility statements, eviction notices, repair estimates, childcare agreements, signed statements from others, etc.

By signing this form, I certify the information reported is true and accurate. Adobe or signature type fonts will not be accepted.

Student name printed

COCC ID number

Student signature

Date

Office Use Only: Do not write in this space.

Approved

Limited

Denied

Incomplete

Notes and Recommendations:
