



ONE-TIME STUDENT EMERGENCY FUND APPLICATION

Eligibility

I am registered for at least 6 credits for the semester in which I am requesting funds. YES NO
 I have completed at least 12 semester hours as a student at Southwest. YES NO

Application Instructions

- Complete Student Information and Student Financial Information sections of application form
 - Attach documentation explaining circumstances
- NOTE:** This is a **ONE TIME ONLY** assistance. Documentation must be attached to all requests.

Submit completed application to Southwest Tennessee Community College Office of Institutional Development.

Student Information

Name _____ Southwest ID# _____
 Address _____ City _____ ST _____ ZIP _____
 Phone (home) _____ (work) _____ (cell) _____
 Email and/or Fax _____

Briefly describe your unforeseen financial emergency or catastrophic event and how these funds will help alleviate your circumstances. Itemize the specific funds needed (daycare, rent, utilities, etc...) Please describe how you will manage your future financial needs. (Attach additional page(s) if necessary.)

Amount Requested: \$ _____

How will you use the funds? (Documentation must be provided. Examples include utility bill, rent statement, mechanical estimates.)

- | | | |
|------------------------------------|------------------|----------------|
| Living Expenses | Medical Expenses | Transportation |
| Technology Needs (wifi cards, etc) | Other | |

I affirm that all information on this application is complete, true, and correct and that I am in need of these funds to continue my education at Southwest Tennessee Community College. I am aware that these funds are only available once and that subsequent applications are void.

Student Signature _____ Date _____

Name _____ Southwest ID# _____

Student Financial Information

To be completed by the applicant

Are you currently employed? YES NO If so, monthly income: \$ _____ Employer Name: _____

Marital status: _____ Number of Dependents: _____

Estimated Costs (per month)		Estimated Income (per month)	
Rent/Mortgage	\$ _____	Earnings of student	\$ _____
Food	\$ _____	Earnings of spouse	\$ _____
Transportation	\$ _____	Parent's contribution	\$ _____
Utilities	\$ _____	Savings	\$ _____
Child Care	\$ _____	Child Support received	\$ _____
Cell Phone	\$ _____	Other resources (Including TANF, DARS,SSI)	\$ _____
Cable/Internet	\$ _____	Resource _____	\$ _____
Other expense _____	\$ _____	Resource _____	\$ _____
Other expense _____	\$ _____	Total Income Per Month	\$ _____
Total Expenses Per Month	\$ _____		

Southwest Tennessee Community College Social Services Coordinator Recommendation

COMMITTEE USE ONLY

Request approved for: \$

Request denied: Funds Not Available Incomplete Application Request not unforeseen or "catastrophic" in nature
 Other:

Student Notified (Date):