

STUDENT EMERGENCY FUND

The Student Emergency Fund was created to assist ACC students who encounter catastrophic situations which jeopardize their ability to complete their program of study.

Qualifying Examples

- Significant uncovered medical expenses related to self, spouse, or child.
- Loss of housing due to natural disaster, fire, etc.

Procedures

- Student or ACC sponsor (Faculty/Staff, ACC Trustee or Foundation Board Member, or other ACC student) recommends student and completes the *Request for Student Emergency Fund* application;
- Financial Aid Office attaches copy of student's ACC records to form;
- Ad-hoc Committee convened by Director of Financial Aid Office; Committee reviews and makes decision;
- Director notifies student and sponsor of committee's decision.

Time

- Requests will be reviewed and responded to within 5 work days from date form received by Director of Financial Aid Office.

Student Eligibility

- Any ACC student (credit or alternative credit program).

Highest Priority for Assistance:

- Students who are Pell-eligible
- Students who are Educationally Disadvantaged
- Students who have a documented disability
- Students who are single parents

Secondary Priority

- All others

Review Committee

- Terry Bazan - Committee Chair
- Stephanie Diina-Dempsey
- Gerry Tucker
- Kathleen Christensen



REQUEST FOR STUDENT EMERGENCY FUND APPLICATION
Austin Community College

Instructions:

- 1. Complete form and fax to ACC Director of Financial Aid 223-7963.
2. Attach documentation of condition or letter explaining circumstances.

Note: Documentation MUST be submitted with all requests:

Student's Name _____ SSN _____ ACC ID# _____
Address _____ City _____ ST _____ Zip _____
Phone (home) _____ (work) _____ (cell) _____
Other (e-mail/fax) _____

Situation which Endangers Ability to Remain Enrolled

- [] Catastrophic illness/injury to self [] spouse [] child []
[] Loss of home due to natural disaster
[] Other: Unusual mitigating circumstances

Describe _____

Amount Requested: \$ _____

How will you use funds?

- [] Living Expenses [] Tuition
[] Medical Expenses [] Books [] Other

If Other, please describe : _____

Student (or Sponsor) Signature

Date

(over)

Student Name: _____ SSN: _____

Faculty/ Staff Recommendation

ACC Faculty/Staff Name: _____

Comments: _____

Faculty/Staff Signature

Date

COMMITTEE USE ONLY

Ad-hoc Committee Convened on _____

Other Financial Aid Sources reviewed _____

Grants _____

Scholarships _____

Loans _____

Other _____

Request approved for _____

Request denied

Funds not available

Documentation of circumstance inadequate or missing

Request does not meet "catastrophic" definition

Other

Student notified on _____

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Stephanie Diina-Dempsey

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