Emergency Funding Request
Academic Year 2016-2017

Dean of Students Office

Requests for emergency funding from the Dean of Students Office can include certain academic-related expenses as well as non-academic related needs. Emergency funding is available in the form of grants (priority is given to students in the highest financial need tiers). Funding is usually limited to under $500, and most grants are under $300. Please note the Dean's Office may not be able to fulfill all requests.

Examples of academic related expense include funding for required course texts or books (but not funding for academic conferences or senior thesis projects). Students may also access emergency grant for computer purchases - we recommend that students check with financial aid with regard to possible loan options.

Examples of eligible non-academic requests include, but are not limited to, expenses associated with emergency medical, dental, vision procedures, unanticipated trips home due to a family emergency, and various fees related to postgraduate opportunities (e.g., standardized testing and application fees, follow-up interviews).

First Name: ______________________________ Last Name: ______________________________

ID #: _________________________ Class Year: ☐ First Year ☐ Sophomore ☐ Junior ☐ Senior

Swarthmore Email: ___________________@swarthmore.edu Phone: _____________________

GRANTS
Grant funding does not need to be repaid and is awarded for emergency assistance on a case by case basis. Grants may take one week to process. Please submit receipts to the Dean of Students Office as soon as possible. Failure to turn in receipts or abuse will result in the grant amount being transferred to your student account.

Emergency Financial Assistance Grant Amount Requested: $ ____________

Funds are being requested for assistance with:__________________________________________

_________________________________________________________________________________

_________________________________________________________________________________
ADDITIONAL INFORMATION

Have you received funds from another office (on campus)? ☐ Yes  ☐ No

If Yes for the previous question, please list the name of each office and the amount received.

(1) __________________________ Amount: ______  ☐ Approved  ☐ Pending

(2) __________________________ Amount: ______  ☐ Approved  ☐ Pending

(3) __________________________ Amount: ______  ☐ Approved  ☐ Pending

(4) __________________________ Amount: ______  ☐ Approved  ☐ Pending

Please indicate the amount which you would be able to contribute towards your projected costs: $________

Are you currently receiving financial aid?  ☐ Yes  ☐ No

Are you currently working (either on or off campus)?
On campus:  ☐ Yes  ☐ No  Off campus:  ☐ Yes  ☐ No

How did you learn about this grant? __________________________________________________________
____________________________________________________________________________________
____________________________________________________________________________________
____________________________________________________________________________________
☐ By checking here you confirm that you have read and understand the following: Failure to provide receipts within the agreed upon time frame or abuse of funds will result in the amount of the grant being transferred to your student account.

For Dean of Students Office Use Only:

Date submitted: ____________________ Date approved: ____________________
Submitted by: ______________________ Approved by: ______________________

Due date: __________________________ Receipt verification: ______________________