

SECTION: Student Development
SUBJECT: Emergency Funds

ISSUED BY: Student Development
REPLACES:
APPROVED BY:
EFFECTIVE DATE: June 23, 1999

Policy

The Emergency Fund is a fund provided by the gifts of concerned people who wish to care for certain emergency needs of students. The students are those who have not been able to obtain needed funds by any other means. The usual needs considered are those of dire family needs, such as rent and food, medicine and medical needs, and transportation for emergencies.

The maximum amount given is \$100.00; this may be less, depending on individual situation.

In extenuating circumstances, additional funds could be approved by the Vice President for Student Development upon recommendation of the Associate Dean for Campus Ministries providing funds are available.

Procedure

The student makes the request of the Associate Dean for Campus Ministries. Upon approval, with the signature of the Associate Dean, the request is sent through the Financial Aid Office to the Assistant Director of Financial Aid. It is there the student receives the actual check.

The emergency fund money does not have to be paid back by the recipient. However, often times this is done.

The fund has helped numerous students down through the years. It is a valuable program that enables Student Development to care for individuals who are facing financial crises.