

# EMERGENCY LOAN APPLICATION

STUDENT NAME \_\_\_\_\_ UPIKED NUMBER: \_\_\_\_\_  
LastName                      FirstName                      MiddleInitial

PLEASE EXPLAIN YOUR NEED FOR AN EMERGENCY LOAN

LOAN AMOUNT REQUESTED \$ \_\_\_\_\_

## TERMS AND REPAYMENT OF EMERGENCY LOAN

- x This is a short-term loan based on financial aid disbursement and is meant to be used in exigent circumstances. Students must be in good academic and financial standing with the institution to be eligible to receive an Emergency Loan during their last academic year. Students seeking an Emergency Loan during their last academic year are subject to additional financial review by the Business Office.  
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- x Funds dispersed as an Emergency Loan will be held in a student account balance and must be repaid per policy. Students are strongly encouraged to speak with the Financial Aid Office and the Business Office submitting this application if they have questions regarding how an Emergency Loan will affect their financial aid and student account balance.
- x Students are limited to one Emergency Loan per semester and two Emergency Loans per fiscal year (July 1 to June 30). Each term is limited to no more than \$2,000. Students may borrow a maximum of \$4,000 per fiscal year.
- x Students in their final term cannot take an emergency loan. Students in the term before their final term will have additional requested and approval is not guaranteed.
- x Approved Emergency Loans will generally be dispersed to the student within two weeks of the request. The funds will be held in a student account balance.  
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## SUBMISSION INSTRUCTIONS

Carefully read and complete this form. By submitting this form, you are acknowledging that you understand and agree to the terms and repayment process of this loan. Return completed forms to the KCOM Student Affairs Office.

Falletta, Director of Student Affairs and Academic

Teresa L. Jones, Assoc. Dir. of Student Financial Services

Business Office Approval:

Brandi Golluh, Assoc. V. P.