

**Jefferson College Foundation  
Emergency Loan Application**  
(Advance of student financial assistance)

**Applicants must**

- Be in good academic standings.
- Be currently enrolled in a degree or certificate program.
- Have completed a FAFSA and/or Loan application.
- Demonstrate a need for short term loan due to a recent or unexpected change in financial status.
- Have funding available within the loan term to insure loan repayment.

**Guidelines**

- An Emergency Loan may be available in a crisis situation for a student who is approved for and awarded financial aid funds that exceed the total cost (tuition, books, fees, etc.) to enroll in classes.
- The maximum emergency loan is \$500.
- Loans will not be made during a period of non-enrollment.
- The full amount of the loan will be deducted from the applicant's first financial aid disbursement.
- An emergency loan may be requested to purchase required equipment and supplies for classes that are not obtainable in the Jefferson College bookstore.
- Emergency loans are not approved automatically and are reviewed on an individual student-by-student basis.
- An emergency loan can only be requested once during enrollment at the college.

**Directions**

- Complete the Jefferson College Foundation Emergency Loan Application.
- Attach documentation to the application indicating need.
- Return the completed application to the Student Financial Services Office.
- The student will be notified of the loan committee's decision within one week.

**Student Name** \_\_\_\_\_ **Student ID** \_\_\_\_\_

**Address** \_\_\_\_\_

**Phone** \_\_\_\_\_ **Jefferson College e-mail** \_\_\_\_\_

**Amount being requested** \_\_\_\_\_

**Explain your current financial hardship in detail and explain how the funds will be used (attach additional sheet if necessary).**

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**I have read the information and I understand and agree to abide by the guidelines and policies of the Jefferson College Foundation emergency loan fund. The information provided by me is true and complete.**

\_\_\_\_\_  
**Student Signature**

\_\_\_\_\_  
**Date**

**FOR OFFICE USE ONLY:**

Denied \_\_\_\_\_

Approved \_\_\_\_\_

Approved Amount \_\_\_\_\_

\_\_\_\_\_  
Student Financial Services Director Signature

\_\_\_\_\_  
Date