



EMERGENCY GRANT REQUEST

Emergency grants are awarded on a case-by-case basis. Funds must only be used for CGCC educationally related purposes. The funds will be disbursed by the college to the student. Emergency funds are not expected to be repaid, however, students are encouraged to donate to CGCC Foundation in the future as circumstances allow.

Guidelines

- Must be enrolled in six or more credits during requested term.
- Minimum cumulative GPA >= 2.00.
- Need must be related to class attendance.
- Payment of tuition and fees must be current (paid in full or Installment Plan in effect).
- Checks will be written by the Business Office to the recipient for approved amount only.
- Decision of the committee is final, no appeal process.

Personal Information

Student Name: _____ ID# _____ - _____

Current Address: _____ Phone: _____
(Mailing Address including City, State and Zip Code)

Funding Request

Please briefly describe your need and how this emergency grant from the foundation will help improve your temporary emergency situation (submit documentation that supports the request, if applicable).

Amount requested: \$ _____

How do you want to receive the funds? Mail check (address listed above) Pick-up from the Business Office
(Note: The Business Office processes checks twice per week. If approved, we will process your check as quickly as possible.)

Requested by: _____ Date: _
Student signature

For Student Services and Business Office use only:

Term Enrollment Status: _____ SAP Status: _____

Grant Request: Approved Denied Amount Approved: \$ _____

Reason for Denial: _____

Reviewed by: _____ Date: _____

Approved by: _____ Date: _____