



## Chris Patterson

### Student Emergency Assistance Program

The CVCC Foundation, Chris Patterson Student Emergency Assistance Fund is for students who have an unforeseen financial emergency, which could prevent them from continuing to attend CVCC. These funds are not designed to be a consistent supplement to a student's education or to sustain students between refund checks. The requests must be urgent in nature.

The maximum assistance amount per student is \$400 per semester and shall not be awarded to the same student in consecutive semesters, unless dire circumstances are warranted. Total of awards shall not exceed \$3,600 in any given year. There is a lifetime maximum of \$1,000 per student.

Funds are paid directly to vendors ONLY. A check will not be cut directly to the student. Funds are not considered loans and do not require repayment to the college.

#### Types of Expenses That May Be Covered

- Significant one-time uncovered medical expenses to the family
- Loss of housing due to an emergency situation or natural disaster
- Safety-related needs (changing a lock on vehicle or home)
- Replacement of essential personal belongings due to fire, theft, or natural disaster
- Death in the family or other emergent family disability
- Other needs related to college attendance, including costs related to children, will be considered on a *case-by-case* basis

#### Expenses That May NOT Be Covered

- Tuition, fees, extracurricular activities
- Normal living expenses (rent, utilities, taxes, insurance, phone, cable, Internet, etc.)
- Traffic tickets or other fines
- Entertainment, recreation, non-emergency travel or non-essential expenses
- Pet-related expenses



### *Eligibility Requirements*

1. Student must have a financial hardship resulting from an emergency, accident, or other unexpected critical incident.
2. Student must have completed at least one semester and is currently registered for at least six credits.
3. Student must have a 2.5 cumulative GPA with the college.
4. Student must have a zero balance with Student Receivables.
5. Other possible resources **MUST** have been considered and are either not available or insufficient.
6. Student must be able to provide sufficient documentation of financial hardship.
7. Student must obtain a referral letter from a CVCC faculty member, financial aid representative, or advisor.

### *Selection Criteria*

- Awards will be determined by the CVCC Foundation Chris Patterson Student Emergency Assistance Committee.

### *Application Process*

- A completed application form along with documentation verifying situation, if applicable, and a CVCC reference letter (faculty, financial aid, student advisor)
- Attach letter outlining hardship and request.
- Mail completed packet to:

CVCC Foundation  
c/o David Fletcher  
2602 College Drive  
Phenix City, Alabama 36869

### *Committee*

The CVCC Foundation Chris Patterson Student Emergency Assistance Committee shall consist of a diverse mix of faculty and staff at Chattahoochee Valley Community College. The committee will convene and make recommendations. Meetings may take place in person, by conference call, or by e-mail communication.



# Chris Patterson

## Student Emergency Assistance Application

Student Name: \_\_\_\_\_ Student ID#: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Have you met the eligibility requirements listed on page 2?  Yes  No

Have you completed a current FAFSA application?  Yes  No

Have you applied for the Federal Work Study Program for the current term?  Yes  No

Have you applied for a Federal Student Loan?  Yes  No

Have you considered all other forms of assistance (family, friends, loans, etc.)?  Yes  No

Letter of request attached  Yes  No

Reference letter attached  Yes  No

\*Information above has been verified by Financial Aid  Yes  No

**Please check with the Financial Aid Office to see if any additional awards/scholarships will affect your other awards. Example: VA**

By signing this application, I understand that my student and financial information may be shared with other departments.

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
\*Financial Aid Authorized Signature

\_\_\_\_\_  
Date

### **For Foundation Use Only**

Committee Approval:  Yes  No Date: \_\_\_\_\_

Amount of Funding: \_\_\_\_\_ Vendor for Payment: \_\_\_\_\_