



EMERGENCY LOAN APPLICATION

Emergency loans may be granted for certain extenuating circumstances. Documentation of your expenses may be requested. Students are limited to **one** Short-Term and one Advance Loan per semester. In rare situations, a second emergency loan **may** be granted if a student does not have an outstanding balance due from the first loan.

Cayuga Community College provides two types of interest free loans to assist students with emergency financial needs:

- (1) a Short-Term Loan up to \$50 which is due within 30 days and
- (2) an Advance Loan up to \$250, based upon verified expected financial aid, and due within 30 days.

Emergency loans require 24 business hours processing time. Emergency loans will **not** be processed one week prior to the disbursement of financial aid refunds.

Applicant Information

Loan Amount Requested \$ _____ Date _____

Name _____ C# _____

Address _____ Phone # _____

Purpose of the loan _____

Preferred pick up location is the Student Financial Services Office at the: (mark one):

_____ Auburn Financial Services _____ Fulton Financial Services or _____ Mail to address above

I give permission to have this loan paid by my financial aid, however, in the event that I am unable to pay this loan by the due date, I understand that I will be responsible for repayment. Additionally, I understand that if I am unable to pay back the loan, the loan amount may be sent to a collection agency and that I may be obligated to pay collection fees. If I have been given an Advance Loan I realize that I am responsible for repayment if I do not have sufficient financial aid to cover the amount of the loan or if my financial aid does not process in time.

I have read and understand the terms outlined above in regards to receiving an emergency loan.

Student Signature _____ **Date** _____

(DO NOT WRITE BELOW THIS LINE)

Loan Amount \$ _____ Type: Short-Term Advance

Approved _____ Date _____

Student Financial Services Office: Date Issued _____ Check # _____ Processed by _____

Promissory Note - I, _____, promise to pay to Cayuga Community College

Student Financial Services Office, 197 Franklin Street, Auburn, NY, the sum of \$ _____ dollars on or before the _____ day of _____, 20_____.

Sign upon pickup of emergency loan check:

Student Signature _____ **Date** _____