



Student Benevolence Fund
Emergency Assistance Application

Student Name: _____ Converse ID: _____

Email Address: _____ Cell Phone: _____

Amount of Request: _____ Date Needed: _____

Complete the items below and return this form and all supporting documentation to James Kellam, Director of Financial Planning at james.kellam@converse.edu

Grant Requirements:

- You must be a degree-seeking student currently enrolled at Converse College
- Is your request directly related to disruptions you/your family have experienced due to COVID-19?
 - Please check one: Yes No
 - If YES, please attach a statement describing your extenuating circumstances and explain why you need financial support as a direct result of COVID-19's impact on you/your family. The statement should address how COVID-19 has adversely impacted your/your family's financial circumstances. Please provide as much detail as possible and include supporting documentation.
- You may be required to file the Free Application for Federal Student Aid (FAFSA) if you have not already done so. FAFSA applications for 19-20 and 20-21 must be completed online at StudentAid.gov

Examples of Emergencies:

- Emergency medical/dental expenses not covered by insurance
- Emergency housing/utility needs
- Transportation costs due to death or severe illness of an immediate family member
- Unanticipated educational expenses (tuition, room/board, fees, and books cannot be funded)
- Testing fees not covered by testing fee waivers, e.g., Praxis
- Unexpected child care costs
- Technology costs from disruptions caused by COVID-19

Itemization of Request:

Type of Expense	Dollar Amount Requested
Emergency medical/dental expenses	
Emergency housing/utility	
Transportation costs	
Unanticipated educational expenses	
Testing fees not covered by waivers	
Unexpected child care	
Technology costs	
Food/Groceries	
Other (please explain in your statement)	

Guidelines:

- An "emergency" is defined as a sudden, unexpected occurrence demanding immediate action and attention by the student.
- The student may only receive assistance from the Student Benevolence Fund once
- Students are not expected to repay grants awarded by the fund. However, they are encouraged to support the fund in the future if they become financially able.
- Because funds are limited, they are not necessarily intended to cover the entire cost of the emergency.
- Those who wish to make a tax-deductible contribution to the Student Benevolence Fund may do so by contacting the Office of Institutional Advancement at Converse College.

Application Process:

- Students should submit this application with a written statement outlining the reason for the request and other steps taken to attempt to resolve the issue.
- Include appropriate documentation (e.g., Praxis test paperwork, estimates, bills, receipts, etc.)
- All requests are reviewed and approved by the Student Benevolence Fund Committee are confidential

By signing this form, I certify that the above information is complete and accurate, and I agree to provide receipts and/or other documents requested to support this application. I also understand that submission of this application does not guarantee that an emergency assistance grant will be awarded. I also understand that if funds are awarded to me due to disruptions caused by COVID-19, these funds *may* be taxable.

Student Signature

Date