

The Emergency Loan Program is designed to assist students who demonstrate specific unforeseen circumstances that prohibit them from participating in classes during the current term. In general, routine expenses are not considered to be unexpected, including utility bills and rent or mortgage payments. Unexpected circumstances are instances that could not be reasonably foreseen. The emergency loan fund is not meant to replace sound fiscal planning. Eligibility is determined based on a number of factors including but not limited to:

- How your circumstance prohibits you from attending your current classes.
- Documentation which verifies that the circumstances were unavoidable and not caused by mismanagement of spending or choice of current expenses.
- Alternatives sought to resolve financial circumstances prior to emergency loan application submission.
- The specifics as to how the amount of loan requested will strategically resolve the situation.
- Plan of action to ensure that the circumstances do not reoccur.
- Frequency of emergency loans received in the past and successful repayment of emergency loans received.

Terms and Conditions

- The loan is specific to assisting students under one household only. Multiple applications originating from the same household will not be considered.
- Students are limited to one emergency loan per semester. Rarely are students considered for a second loan in a given term.
- The emergency loan does not apply to summer or winter sessions.
- Each application must be based on a unique circumstance that has not been considered in previous emergency loan requests.

Loan Qualifications

Applicants must:

- must be a financial aid recipient
- meet UB's Financial Aid [Satisfactory Academic Progress](#) requirements
- be in good conduct standing at the university
- be currently enrolled half-time in a degree seeking program
- demonstrate a need for short-term loan due to a recent and unexpected change in financial status
- document the ability to repay the loan within the loan term (no more than 60 days)
- have no outstanding loans from the fund

Instructions

1. Submit this form through your ubalt.edu email account to financialaid@ubalt.edu or bring a paper copy to the Office of Financial Aid in the Academic Center room 126.
2. Documentation may be required; we recommend that you submit any documentation available at the time of submission.
3. The loan decision will be sent to your ubalt.edu email account. Approved loan funds will be available by check to pick up or request mailing within 24 business hours after approval. Please wait for confirmation that the check is available before contacting the Bursar's Office.

Approval of emergency loans are based on the sole discretion of the Office of Financial Aid

Emergency Loan Program & Application

Name: _____ UB Student ID #: _____ Date: _____

Requested loan amount (maximum of \$500): _____ Term: Fall Spring Year: _____

Have you had an approved emergency loan before? Yes No Number of credits enrolled now: _____

1. Please explain the nature of the immediate emergency.

2. How does this emergency affect your ability to participate in your current classes?

3. Explain how receiving this loan would resolve your current situation.

4. Explain all financial alternatives sought to resolve your situation prior to this application submission.

5. Please explain how you intend to repay this loan by the end of the term.

By signing below, I acknowledge and agree to make the required payments according to the schedule below. I also acknowledge that any other publicized billing dates are not applicable.

This loan has to be paid in full prior to end of the term or a registration hold will be placed on your account. In addition, you will not be able to obtain your transcript or diploma.

Signature: _____ Date: _____

By signing above, I agree that the total amount of loan will be deducted from the first available financial aid award applied to my account.

All financial aid disbursed for the semester? Yes No Term: _____

Office Use Only

Approved Denied

Approved Amount: \$ _____

Amount of check: \$ _____

Reviewed by: _____ Date: _____

Check #: _____