



## GRADUATE STUDENT EMERGENCY FUNDS TUITION AND GENERAL ASSISTANCE

During graduate study, exceptional circumstances may arise which restrict the ability of individual graduate students to continue their graduate studies without timely assistance. The Graduate Student Emergency Funds may provide a resource for graduate students who are experiencing such difficulties. This assistance will be considered only for short-term emergency situations.

### Guidelines to awarding Graduate Student Emergency Funds:

- Students must present a written statement of the financial need, a plan detailing how the assistance would help them complete their degree, a current billing statement from Student Accounts, and a completed application (see reverse side for application) to the Associate Provost in order to initiate the process for consideration of assistance.
- Students may request a tuition waiver or assistance, depending on the need.
- Grants of one credit of tuition waiver or a maximum of \$500 in assistance will be considered. (*Important: According to current tax laws, there may be tax implications related to the monetary assistance requested.*)
- The Associate Provost along with select members of the Graduate Advisory Council and the student's program director will review the application and written statement.
- All applications will be reviewed by the Financial Aid Office of Nazareth College for approval to ensure compliance with all applicable regulations.
- The student will receive a reply from the Associate Provost within seven business days from the receipt of the application materials. The reply will detail whether the request has been approved and if any additional action is required by the student.
- Students will be awarded, at most, one grant from the Graduate Student Emergency Funds during their graduate study.

Questions? Contact the Provost's Office

# Application for Graduate Student Emergency Funds

Date: \_\_\_\_\_ Name: \_\_\_\_\_

Student ID#: \_\_\_\_\_ Program: \_\_\_\_\_

Address/City/State/Zip: \_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

Number of graduate credit hours completed: \_\_\_\_\_ Anticipated Grad Date \_\_\_\_\_

Are you currently receiving financial aid through the Financial Aid Office of Nazareth College?  Yes  No

Indicate your specific funds request below:

Tuition Waiver  1 Credit

Check if applicable:  DPT  MSW

OR

Assistance in the amount of \$ \_\_\_\_\_

(not to exceed \$500)

Please write a statement, which explains your need for assistance and how this assistance would help you complete your degree program (attach a separate sheet if needed):

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Please attach a current billing statement from Student Accounts.

Return this completed application form to the Provost's Office by one of the following methods

In Person: Smyth Hall, Room 122

Via email: To the Associate Provost

By Mail:

Nazareth University, Provost  
4245 East Avenue, Rochester, NY 14618

By Fax: 585-389-2013

*For Office Use Only*

- AVPAA and designees
- Financial Aid
- Student Accounts