



## **STUDENT EMERGENCY ASSISTANCE FUND**

The Student Emergency Assistance Fund is a venture led by the Office of the President. The health and safety of our Miles community, particularly our students, is paramount. The fund, to be administered at the direction of the Office of the President, will be used to provide financial support for degree-seeking students of Miles College with unanticipated and insurmountable expenses related to emergency situations that may result in students facing financial hardship. Students may apply for funds when they experience a financial barrier based on an emergency situation, and when they have exhausted all other available resources.

### **Expenses Covered by the Fund**

Examples of emergency expenses to be considered include, but are not limited to:

- Medications and other costs related to emergency medical care
- Overdue utility bills reaching a turn-off notice
- Homelessness, sudden loss of housing, or imminent eviction
- Safety needs (i.e. changing a lock)
- Replacement of essential personal belongings or temporary housing needs, due to fire, theft, or natural disaster
- Travel costs related to a death or illness in the immediate family
- Loss of childcare
- Up to \$600 may be requested

### **Expenses Not Covered by the Fund**

- Tuition, fees, health insurance, and study abroad costs
- Non-essential personal bills such as: current utility, credit card, cable, cell phone, etc.
- Parking tickets, library fines, or other expenses mistakenly incurred
- Funds for the replacement of lost or stolen items

## Eligibility Requirements

Any Miles student may apply for emergency funds. Each applicant must meet the following criteria:

- Demonstrate financial hardship
- Experience an emergency, accident, illness, or other unforeseen event among the “covered” examples above
- Was enrolled as a full-time or part-time, degree-seeking student for the 2020 fall term or is currently enrolled in a degree-seeking program in the 2021 spring term.

Applicants must complete all questions in full and submit a justification and supporting documentation as the situation allows. Examples of supporting documentation include but are not limited to:

- Eviction notice
- Utility bills indicating shut-off notice
- Medical bills
- Childcare facility closing notices

Documentation in support of request is required for application review. Applications without sufficient documentation may cause delay in review.

Students with non-emergent financial hardships that do not qualify for the Student Emergency Assistance Fund, including student account balances, are encouraged to contact the Office of Financial Aid directly to discuss their situation and talk about possible aid options.

## Application Process

Questions may be directed to ([mcemergencyfunds@miles.edu](mailto:mcemergencyfunds@miles.edu)). Completed applications are reviewed by members of the Student Emergency Assistance Fund Advisory Committee that includes representatives from the Offices of the Provost, Student Affairs, and Financial Aid. A member of the committee will respond to emergency application submissions within one week, or 5-7 business days.

The maximum emergency aid allocation to a student will be \$600. Each application is carefully reviewed to ensure all other financial aid resources are maximized first. Payment will be distributed as soon as possible consistent with College policies and procedures. Disbursement time is typically 3-5 days after notification of an award.

Students should be aware that emergency funding may create a taxable event that could require reporting to the IRS by the recipient.

**Application Link:**

<https://docs.google.com/forms/d/1B9kx5t7RcuY1o12qV8mIQJikOulVSRrc80pe5OKJhGA/edit?usp=sharing>

### **Appeal Process**

Students may re-apply to the fund 14 days after their original request if their request was denied and their circumstances have changed. In addition to re-submitting the application, students must provide additional details and documentation to augment the original request.

*If a student is approved for funding, they may not apply again. The emergency funding is a one-time offer.*

### **Submit your application for the Student Emergency Assistance Fund.**

### **Giving to the Emergency Fund**

Students who would benefit from the Emergency Assistance Fund are experiencing a uniquely difficult time in their lives. The number of students benefiting from the Emergency Assistance Fund is limited to the availability of funds. Seeded by funding from various donors, alumni donors and corporation, the fund must be sustained by contributions from alumni, parents, faculty, staff, and friends of the College to ensure success.