



Enrollment Management & Services

Emergency Loan

Term _____

Please read the instructions on the backside before you complete this form.

SECTION I. STUDENT REQUEST

1. Last Name _____ First _____ MI _____ 2. Panther ID _____

3. Permanent Address & Phone Number _____

4. Local Address & Phone Number (if different from #3) _____ FIU Email Address _____

5. Name, Address & Phone No. of Nearest Relative (not living with you) _____ 6. Relationship _____

7. Student's Employer (Name, Address & Phone No.) _____ 8. Weekly Income _____

9. Describe nature of emergency (**Documentation is required**) _____

10. Amount of Loan Requested (Not to exceed \$500.00) \$ _____

I HEREBY STATE that the above information is, to the best of my knowledge, true and complete and that I fully understand that any deliberate falsification or fraudulent information submitted is a violation of law, and will be due cause for the loan to be denied or if previously made will become immediately due and payable in full. I attest that I have read and understand the eligibility criteria and conditions/instructions on the back.

SECTION II. PROMISSORY NOTE

Dated _____ Miami, Florida

I, _____ Panther ID _____ promise to pay to the order of FLORIDA INTERNATIONAL UNIVERSITY, for and on behalf of the Florida Board of Regents, the principal sum of \$ _____ plus a service charge of \$10.00 on or before _____ without interest.

I hereby acknowledge the following terms of agreement:

- 1) Collection, attorney, and court fees shall be assessed in the case of default by the maker of this note.
- 2) The maker of this note, further understands that failure to repay this loan will prevent him/her from registering for subsequent terms and academic transcripts will be placed on hold until entire amount due is paid.

Applicant's Signature _____ Date _____

SECTION III. FINANCIAL AID OFFICE ACTION

ACCOUNT # 960000000505

1. Admission Status: [] Admitted [] Not Admitted 2. Outstanding Debts: Amount \$ _____

3. Number of Credit Hours: Undergraduate _____ Graduate _____ Approved [] Denied []

[] Athletic Department Approval: _____ [] International Student Service Approval: _____

Signature

Financial Aid Approval Signature _____ Date _____



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EMERGENCY LOAN INFORMATION

The Emergency Loan is an institutional loan program designed to assist students with UNFORESEEN EVENTS THAT ARE RECOGNIZED AS EMERGENCIES.

Please read the following instructions before you complete this form. **Fill in all blanks in Section I and II.** Incomplete applications will not be considered.

ELIGIBILITY CRITERIA

1. Must be admitted to a degree-seeking program. (Non-degree seeking students are not eligible to receive Emergency Loans.)
2. Must be enrolled at least part time at the time of disbursement.

Undergraduates: at least 6 credit hours **Graduates:** at least 5 credit hours

3. Not have any outstanding obligation with the University.
4. Student may **not** receive more than one Emergency Loan per semester.

SPECIFIC CONDITIONS AND INSTRUCTIONS

1. You must return to the Financial Aid Office for approval of the loan within 24 working hours of submitting your **completed** application. If the loan has been approved, you will be asked to sign the Promissory Note. A copy of the signed Note will be provided at that time.
2. Funds for approved loans will be available and deposited to the student's direct deposit account. If a direct deposit account is not available a check with can be picked up at the Student Financials-Bursar's Office (PC 120) approximately 4 business days after you sign the Promissory Note. (Failure to claim the check within 15 working days will result in cancellation.) A Photo identification will be required to claim the check.
3. Students who cancel their loan after signing the promissory note or who fail to pick up the check will still be liable for the \$10.00 service charge.
4. The entire amount of the loan must be repaid within 30 calendar days from the beginning of the term but no later than one week prior to early registration for the following term.
5. Students who fail to repay their loans by the due date will be turned over to a collection agency and prevented from registering for subsequent terms. Academic transcripts will be placed on hold until the entire amount due is paid.

NOTE: If you are a financial aid recipient and your financial aid has not disbursed prior to the Emergency Loan repayment date, as noted in Section II; your Emergency Loan charges may be repaid upon the release of your financial aid funds which may occur before the repayment date.

LOAN AMOUNT

The amount requested may not exceed \$500.00. Since this loan fund is limited, we suggest that you exercise discretion and limit your loan request to the amount you absolutely need.