

Student's Name: \_\_\_\_\_

Student ID #: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Phone Number: \_\_\_\_\_ OCU email: \_\_\_\_\_

STUDENTS WHOSE FINANCIAL AID REFUNDS HAVE BEEN DELAYED DUE TO UNFORESEEN CIRCUMSTANCES MAY APPLY FOR AN EMERGENCY ADVANCE. THE TERMS AND CONDITIONS OF THE EMERGENCY ADVANCE ARE:

- One Emergency Advance per Semester. Approval is based upon your financial aid eligibility. You must have enough financial aid pending to repay the Emergency Advance and all other university charges.
- **Applications will be not be accepted prior to the first day of class.** Return in person to the Student Financial Services office located on the 3rd floor of the administration building. *Faxed or Emailed Emergency Advance Applications cannot be accepted.*
- Funds will be electronically deposited into your bank account. The release of money via direct deposit will occur daily. (Allow 2-3 business days for funds to arrive in your bank account.) In order to receive funds via direct deposit, bank routing information must be on file. Direct Deposit forms are available in the Student Accounts Office or online through your student log-in on BlueLink.
- You must be enrolled in direct deposit to receive an emergency advance.
- **Maximum amount is \$400\* but the amount you request will be considered with the documentation you provide.**

STUDENT CLASSIFICATION (check one)    Undergraduate    Graduate    1L    2L    3L

AMOUNT REQUESTED: \$ \_\_\_\_\_ (Undergrad & Grad max is \$400 / \*Study Abroad max is flight cost)

I REQUEST AN EMERGENCY ADVANCE FOR THE FOLLOWING TERM (Check One):

<input type="checkbox"/>	Summer 2019	<input type="checkbox"/>	Fall 2019
<input type="checkbox"/>	Summer I 2019	<input type="checkbox"/>	Spring 2020
<input type="checkbox"/>	Summer II 2019	<input type="checkbox"/>	Study Abroad

**CERTIFICATION**

I UNDERSTAND THESE FUNDS ARE BEING ADVANCED TO ME FROM MY *EXPECTED* STUDENT AID DISBURSEMENT AND WILL BE DEBITED WHEN THOSE FUNDS ARE DISBURSED. If my eligibility for federal aid changes or is cancelled after an Emergency Advance is approved and posted to my account, I will still be responsible for repaying the advanced funds to the university.

\_\_\_\_\_  
STUDENT SIGNATURE

\_\_\_\_\_  
DATE

**OFFICIAL USE ONLY**

Expected disbursement: \_\_\_\_\_

Current charges: \_\_\_\_\_

Decision (approve or deny): \_\_\_\_\_

Amount Approved: \_\_\_\_\_

FAO signature: \_\_\_\_\_

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

Received in SAS by: \_\_\_\_\_

Confirmed fund availability (initial) \_\_\_\_\_