



DOROTHY MINGES STUDENT EMERGENCY FUND REQUEST FORM

Dorothy Minges Student Emergency Funds are intended to meet one-time student emergency needs, up to the amount of \$200 per semester. Awards will be granted to the student and paid to the supplier when possible (bookstore, transportation district, etc.).

STUDENT APPLICANT INFORMATION

Student's First Name: _____ Student's Last Name: _____

Student's Home Address: _____

Student ID: _____ Student's Phone Number: _____

Student's WCC and/or Other Email: _____

Student Signature: _____ Date: _____

STUDENT APPLICANT REQUIREMENTS

Provide a brief explanation for your request (5-10 sentences) to include requested amount. If your request is for payment in student applicant's own name, please explain fully.

Should this application be approved, to which service provider (utility company, rental agency, etc.) would the payment be dispersed? Service provider name (or self): _____

Student is able to meet a WCC service obligation, such as working with Commencement set-up or other student events as repayment. Campus service obligation may range from 2 to 6 hours, as recommended by the Dean. Circle one: Y / N

Referring Dean Signature: _____ Date: _____

President or Vice President Signature: _____ Date: _____

EMERGENCY FUND PROCESSES

Within one working day after approval by the President or Vice President, the student applicant will be contacted (phone and/or email) by the Office of the President. The Office of the President will disperse the funds directly to the service provider on behalf of the applicant, when appropriate.

Contact the Office of the President at Woodland Community College (530) 661- 5711 for more information.