



## Graduate Studies 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 Studies Emergency Funds may provide a resource for short-term assistance to graduate students experiencing such difficulties. This assistance must be applied to academic needs- tuition, books, transportation to placement sites, and other essential costs of graduate study.

### Guidelines to awarding Graduate Studies Emergency Funds:

- Students must present a written statement of the financial need and a completed application (see reverse side for application) to Lisa Thomas, Graduate Student Services, in order to initiate the process for consideration of assistance.
- Students may request a tuition waiver or cash assistance, depending on the need.
- Grants of one to three credits of tuition waiver or a maximum of \$500 in cash will be considered.
- The Financial Support Specialist and the student's graduate program director will review the application and written statement. The student will receive a reply within seven business days from the receipt of the application materials.
- All applications are subject to review by the Financial Aid Office of Nazareth College to ensure compliance with all applicable regulations.
- Students will be awarded, at most, one grant from Graduate Studies Emergency Funds during their graduate study.
- Students are expected to repay the grant (without interest) within the first year after graduate, or after obtaining a job so that other students may be aided in the future.

Questions? Contact Lisa Thomas, 585-389-2600 or [lthomas8@naz.edu](mailto:lthomas8@naz.edu).

# Application for Graduate Studies Emergency Funds

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

Student ID# (or Social Security #): \_\_\_\_\_ Program: \_\_\_\_\_

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

Telephone: \_\_\_\_\_ Expected date of graduation: \_\_\_\_\_

Number of graduate credit hours completed: \_\_\_\_\_

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

## Funds Request:

Indicate your specific request of 1 to 3 credits tuition waiver **OR** a cash assistance not to exceed \$500.

Tuition Waiver  1 Credit  2 Credits  3 Credits

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

Please write a statement, which explains your need for assistance (attach a separate sheet if needed):

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Return this completed application form to Graduate Studies by one of the following methods:

In Person: Smyth Hall, Room 147

By Mail:  
Nazareth College, Graduate Student Services, Lisa Thomas,  
4245 East Avenue, Rochester, NY 14618

By Fax: 585-389-2612