



## **Emergency Assistance Application**

This application can be used for either Emergency Scholarships or Emergency Loans. Emergency Scholarships do not have to be repaid. Students can only receive one Emergency Scholarship award during their education at Del Mar College. Students may receive multiple Emergency Loans as long as all previous loans have been repaid. These funds are short-term, no-cost loans and must be repaid by the end of the semester in which they were awarded unless special arrangements have been made with the Foundation Office.

Emergency Assistance is for students who experience an unexpected and unforeseen circumstance which jeopardizes their ability to pay for their education. Awards are generally limited to a maximum of \$750 for full time students and \$400 for part time students. Priority is given to students who have compelling emergencies, have exhibited due diligence in planning and financing their education up to this emergency, have exhibited due diligence in exploring funding options, and have demonstrated commitment toward their academic pursuit as evidenced through GPA performance. Students who have exceeded their Financial Aid maximum allotment will be considered only under compelling extenuating circumstances. Additional consideration will be given to those students whose demonstrated need will help them in the completion of their academic program. Emergency funds are limited and availability varies from semester to semester. Financial Aid funds cannot be duplicated through emergency assistance.

Processing begins when the complete application packet has been submitted to the Office of Development/Foundation, DMC Center for Economic Development, Room 133, 3209 S. Staples (S. Staples and Kostoryz). For the status of your application, contact the DMC Foundation Office at 361-698-1317.

***Notice: Processing of emergency assistance takes up to five working days***

Del Mar College Foundation  
3209 S. Staples, Suite 133 Corpus Christi, TX 78411  
Office: 361-698-1317 Fax: 361-698-1257  
E-mail: [foundation@delmar.edu](mailto:foundation@delmar.edu)

**[delmar.edu/scholarships](http://delmar.edu/scholarships)**

## Emergency Assistance Application Procedure

All steps **MUST** be completed and submitted or application will be denied.

- Apply for Financial Aid, and provide documentation of loans, grants, monies received, and/or declination letter or email you received.
- Complete Del Mar College Foundation Emergency Assistance Application.
- Write a one-page explanation describing, in detail, your need for emergency funding and exactly what you need, including dollar amounts.
- Attach proof of your GPA/Transcript (unofficial is fine), minimum 2.0 GPA required to apply.
- If you had a medical illness, attach documentation that illustrates the nature of your emergency: accident reports, hospital discharge notices, invoices for repairs, etc.
- Attach your current education plan (created and signed by your advisor) and your current class schedule.
- If requesting assistance with tuition, attach a DMC tuition balance printout.
- If requesting assistance to purchase books, please provide **two price quotes** from **these vendors only: DMC Campus Bookstore and Student Bookstore (formerly Neebo)**. **1) Go to the DMC Campus Bookstore website, [dmcbookstore.com](http://dmcbookstore.com) and print your first book quote.** **2) Go to [bkstr.com/delmarstore/home](http://bkstr.com/delmarstore/home) and print your second book quote.** Only the required textbooks will be considered, and books for repeat courses are not eligible. **We do not accept rental book quotes.** Also, prices for books for online classes differ from on-campus classes, so make sure you choose and print the correct book quote by using the course number for your course. **For more detailed instructions about getting these quotes, click here: <http://www.delmar.edu/WorkArea/DownloadAsset.aspx?id=2147485918>**
- If requesting assistance to purchase supplies and/or tools, obtain a list of the required items from your instructor and have him/her sign it. You will need an itemized cost estimate from at least two vendors.
- If requesting assistance with childcare, obtain a signed estimate for services from a licensed childcare facility and a copy of their license.

### Please Note:

Students who have previously been awarded an Emergency Scholarship cannot re-apply. Students are allowed only one Emergency Scholarship.

Students who have previously been awarded an Emergency Loan and repaid that loan are eligible to apply for another Emergency Loan.

**Read the checklist on the back page prior to completing this form.**

*Please complete all information.*

**Note:** Choose **ALL** that you wish to be considered for:

- I am applying for an Emergency Scholarship
- I can accept a partial award
- I am applying for an emergency Loan

**Section I - Personal Information**

Legal Name: \_\_\_\_\_ DMC ID or S.S. Number \_\_\_\_\_

Primary e-mail address \_\_\_\_\_ WebDMC Address \_\_\_\_\_

Address \_\_\_\_\_  
Street Address or PO Box Number City State Zip Code

Telephone number with area code \_\_\_\_\_ Cell phone number with area code \_\_\_\_\_

Date of Birth \_\_\_\_\_ Are you a U.S. Citizen?  Yes  No

High School Grad  GED Name of high school \_\_\_\_\_ Date of Graduation \_\_\_\_\_

Residence Status  In-District  Out-of-District  Out-of-State Major at Del Mar College \_\_\_\_\_

Marital Status (optional)  Single  Married  Divorced  Separated  Widowed

Name of employer \_\_\_\_\_ Hours per week \_\_\_\_\_

Spouse's employer (if applicable) \_\_\_\_\_ Hours per week \_\_\_\_\_

Are you the first generation in your family to attend college?  Yes  No

Have you ever attended another college?  Yes  No If so, credits or degrees earned \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Extracurricular activities / community service / any honors received: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**Section II - Parent's Information**

Parent(s) or Guardian's Legal Name \_\_\_\_\_

Address \_\_\_\_\_  
Street Address or Box Number City State Zip Code

Telephone number with area code \_\_\_\_\_ Cell Phone number with area code \_\_\_\_\_

Employer: Father \_\_\_\_\_

Employer Mother \_\_\_\_\_

### Section III—Financial Information (Optional)

1. Are you legally considered an adult? (24 years of age as of January 1 of the current year)?  Yes  No
2. Are you a veteran of the U.S. Armed Forces?  Yes  No
3. Are you an orphan or a ward of the court?  Yes  No
4. Do you have legal dependents other than a spouse?  Yes  No

If you answered **YES** to **one or more** of the questions above, **complete student financial data only**. If you answered **NO** to all four questions, **complete both the parent and student financial data**.

Student (and Spouse) Financial Data		Parent(s) Financial Data	
Adjusted gross Annual Income	\$ _____	Adjusted gross Annual Income	\$ _____
<b>Untaxed Income</b>		<b>Untaxed Income</b>	
Social Security Benefits	\$ _____	Social Security Benefits	\$ _____
Temporary Assistance for Needy Families (TANF)	\$ _____	Temporary Assistance for Needy Families (TANF)	\$ _____
Child Support	\$ _____	Child Support	\$ _____
Other	\$ _____	Other	\$ _____
<b>Total Income</b>	<b>\$ _____</b>	<b>Total Income</b>	<b>\$ _____</b>
<b>Household Information</b>		<b>Household Information</b>	
Number of Family Members	_____	Number of Family Members	_____
Number of College Students	_____	Number of College Students	_____
<b>Student (and spouse) Assets &amp; Liabilities</b>		<b>Parent Assets and Liabilities</b>	
Cash, Savings, and Checking Accounts	\$ _____	Cash, Savings, and Checking Accounts	\$ _____
Real Estate Value \$ _____ Debt \$ _____		Real Estate Value \$ _____ Debt \$ _____	

### Section IV.—Nepotism Statement

The State of Texas requires that each student applying for scholarships identify any relationship to a current Board of Regent member. A student who is related to a current member of the Del Mar College Board of Regents may not be eligible for a scholarship. A list of current Del Mar College Board of Regents members is online at [www.delmar.edu/boardofregents](http://www.delmar.edu/boardofregents).

Choose the most appropriate answer:

- I am not related to a Del Mar College Regent
- I am related to a Del Mar College Regent

If related, please explain the relationship: \_\_\_\_\_

### Section V—Certification

Check each statement below after you have read it. As an applicant and possible recipient, you agree to the following:

- I have not previously received an emergency scholarship award.
- I will maintain satisfactory school attendance, conduct record, and grades as required by any scholarship I may be awarded.
- I authorize Del Mar College and Del Mar College Foundation to release my grades and/or information in this application to the scholarship committee or benefactor upon request.
- I hereby give my permission for Del Mar College and Del Mar College Foundation to use my written word and photograph.

**I hereby certify that the statements made in this application are true, complete, and correct to the best of my knowledge.**

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

# Checklist for Completing the Emergency Assistance Application Form

1. ALL sections of the application must be completed.
2. Type or print answers neatly in the spaces provided.
3. Provide an accurate personal and/or WebDMC email address.
4. State law requires completion of Section IV.
5. Sign and date the application. Unsigned/undated applications cannot be considered.
6. Return applications along with all required documents to the Del Mar College Foundation, Room 133, DMC Center for Economic Development, 3209 S. Staples (at the corner of Kostoryz and South Staples) or mail applications to:

**Del Mar College Foundation  
101 Baldwin Blvd.  
Corpus Christi, TX 78404-3897**

**Important: *Incomplete applications cannot be considered.***

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