

LaGuardia Community College Foundation Emergency Fund Request Form

STEP 1

DOWNLOAD AND SAVE this form on your desktop/laptop.

Name:	Mailing Address:	
City:	State	Zip
Date of Birth:	Empl ID:	Email:
Cell Phone #:	Alternate Phone #:	
Semester/Year Funding Needed:	Amount Requested: \$	

Type of Assistance You Are Requesting:

- Transportation Textbook Other

Are you currently receiving LAGCC Foundation assistance? Specify: _____

Are you currently receiving federal government benefits? (i.e.: Public Assistance or SNAP) Specify: _____

STEP 2

WRITTEN STATEMENT: Tell us why you're seeking assistance. Be sure to include:

- What type of assistance you are seeking
- Why you are in need of assistance (feel free to share as much or as little as you would like)
- How receiving financial assistance will help you to complete the semester
- If requesting textbook assistance, include the full name of book, author, and price of textbook

STEP 3

SIGNATURE: By typing my name below, I attest that the information I have provided in making this request is accurate. The Foundation is providing this award because it is committed to seeing you graduate, believes that you have a bright future ahead and that you are going to make a difference in this world. I acknowledge the vote of confidence being provided by the Foundation and in return pledge to the Foundation and to myself that I will make every effort to utilize any support granted to me to successfully complete my course work this semester, so that I can stay enrolled and eventually graduate.

Name _____ Date Completed: _____

STEP 4

SUBMIT: Save this completed form to your desktop/laptop. E-mail as an attachment to foundationemergencyfunds@lagcc.cuny.edu with any necessary documentation. Click here for a list of required documents.

QUESTIONS? E-mail us at foundationemergencyfunds@lagcc.cuny.edu.