

**HEERF II Emergency Grant Fund Request
Spring 2021**

Student Name: _____ **Student ID:** _____

You must be currently enrolled at TLU in degree-seeking program and either a U.S. Citizen or Eligible Non-Citizen to request help with expenses or hardship incurred related to coronavirus.

Please be aware that funding is limited and your request will be considered based on its reasonableness. **Requests must be submitted to Student Financial Services no later than March 1, 2021.** Maximum emergency grant approved will not exceed \$5,000/student.

Reason for Request

Please indicate below the reason(s) for your request. Funds requested may be used for your expenses such as tuition, fees, room, board, medical expenses, childcare, or other expenses related to the coronavirus. Submit copies of receipts and other supporting documentation making sure your name and ID number is on each document submitted. Copies of leases, bills, etc. must be in your name or in the case of utility bills, in the name of another person your lease/mortgage. Request of housing expenses will be divided by the number of people on the lease.

Check	Reason	Amount of Request
	Housing – copy of current lease listing student as occupant. We will use student account information for students living on campus.	
	Utilities – please provide copies of last 2 months of bills. A monthly average of these bills will be calculated. Student may request up to 4 months of assistance for spring.	
	Food – Student may receive up to \$150/week while enrolled at TLU. Receipts not required.	
	Help with tuition and/or fees not covered by other gift aid/VA benefits.	
	Other: Please describe other expense(s) and provide receipts/support as appropriate.	

Please provide your direct deposit information (if you haven't already) through MyTLU > My Financial Information page. A check will be issued if you are not signed up for direct deposit and sent via U.S. mail. You will receive an email indicating when the funds have been disbursed.

Certification

I understand that this request is for educationally related expenses that are incurred while enrolled at TLU. Information provided is true and correct to the best of my knowledge.

Student Signature _____ Date _____

____ I authorize my grant to pay any and all remaining charges on my spring 2021 student account.
(optional)

Student Signature _____ Date _____

Actual physical signature required. Typed/electronic signatures will not be accepted.