**Fall Quarter 2016**

**Loan repayments due by Friday, December 2, 2016**

**Students may be eligible for a Short-term Loan for books and course required supplies.**

**LOANS:**

* **Books and Course-required Supplies:** Applications accepted **Wed., Sept 15- Fri., Oct 7, 2016**

Cost verified with SCC Bookstore estimate. (See below)

* **Emergency:** An emergency constitutes a hardship which would prevent a student from continuing school or fulfilling class requirements.

**LOAN REQUESTS MAY TAKE TWO (2) BUSINESS DAYS TO PROCESS.**

**ELIGIBILITY CRITERIA:**

* Must currently be registered at SCC.
* Priority given to those completing a SCC Financial Aid file as of 8/1/16.
* If ineligible to apply for Federal Financial Aid, other documentation will be required, such as a pay stub.
* Must be at least 18 years old.
* First quarter students may apply for books and course-required supplies; other documentation may be required.

**APPLICATION PROCESS:**

* **Complete** a Short-term Loan Screening Application
* Hard copy available in the Multicultural/Women’s Center PUB 9301
* **Print** a copy of your Registration/Class Schedule for Fall Quarter 2016
* **Print** a copy of your Unofficial SCC transcript
* If requesting a loan for books, obtain an estimate from the SCC Bookstore portal operated by the University of Washington Bookstore: http://www.bookstore.washington.edu/student\_faculty/student\_faculty.taf?verba=shoreline
	+ Load items into the cart and print out a copy of your cart, **must include tax and any shipping charges**!
	+ For supplies, request estimate receipt, sometimes called a “training receipt”. Take desired supplies to the “Agency Charges” check-out line in the SCC Bookstore.
	+ If loan is approved, a voucher will be issued to purchase the items.
* ** and submit all items to the Front Desk of Multicultural Center-PUB 9301**
* Short-term Loan Screening Application
* Current Class Schedule
* Unofficial SCC transcript
* Book Estimate with tax & shipping charges -if requesting books and/or supplies
* **Front Desk Staff** will thenschedule your loan appointment.
* **Note**: Additional information may be requested during your loan appointment
* **Questions?** Please call (206) 546-4716
* **LOAN APPOINTMENT**: Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Time \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**IMPORTANT:**

* Submitting an application does not guarantee financial assistance.
* Only one (1) loan will be awarded per quarter.
* Loan cannot pay for already purchased books, prior quarter debts, fines, collection accounts.
* Loan is made for the current academic quarter; cannot pay tuition balances owed to vendors such as nelnet®.
* Restrictions may apply for Short-term Loans requested by distance learning students.
* Loan decisions are made on a case-by-case basis and fund availability