

**Office of the Dean of Students  
The University of Texas at Austin  
Student Emergency Fund**

**Purpose:**

The University of Texas at Austin Student Emergency Fund is provided through the generous donations of university students at the **Party on the Plaza** event and faculty and staff support of the **Hearts of Texas Campaign**. This fund is for limited financial assistance when students are unable to meet immediate, essential expenses because of temporary hardship related to an emergency situation. Some funds are counted as income and are subject to federal taxes.

**Types of Covered Expenses:**

There are a range of incidents that may incur financial hardships. Typical expenses that may be covered include but are not limited to:

- Medications/Prescriptions or costs related to medical care
- Assistance with rent or utilities due to emergency situation
- Books, fees or other school-related expenses
- Safety related needs (i.e. changing a lock on vehicle or home)
- Replacement of personal belongings due to fire or natural disaster

**Eligibility Requirements:**

- Applicant must be a currently enrolled student at The University of Texas at Austin and have temporary financial hardship resulting from an emergency situation.
- Other possible resources have been considered and are not available or insufficient
- Be able to provide sufficient documentation of financial hardship

**Application Procedure**

- Contact Student Emergency Services at 512-471-5017 or at [http://deanofstudents.utexas.edu/emergency/appointment\\_form.php](http://deanofstudents.utexas.edu/emergency/appointment_form.php) for more information and to set up an appointment.
- Fill out application and supply appropriate documentation in meeting with Student Emergency Services staff.
- If approved, you will be notified of the fund amount and the money will be deposited in your account (if it is set-up) or a check will be available for pick-up from the Office of the Dean of Students

**Staff Discretion:**

Decisions regarding distributions of monies from the Student Emergency Fund will be made on a case-by-case basis and will be made by Student Emergency Services staff members.

**Questions:**

For additional information about the Student Emergency Fund contact the Coordinator of Student Emergency Services at 512-471-5017.

**Additional Resources/Referrals:**

For an additional list of campus and community resources visit <http://deanofstudents.utexas.edu/emergency/>

**Return form to the Office of Dean Students, SSB 4<sup>th</sup> floor. Call 471-5017 with questions**

**Office of the Dean of Students  
The University of Texas at Austin  
Student Emergency Fund**

Your name:

UTEID:

Current Address:

Phone:

E-mail:

Date of request:

**Place a check next to any items with which you need assistance:**

- Personal effects (e.g., clothing, shoes, toiletries)
- General household (e.g., bedding, furniture, dishes, utensils)
- Textbooks and school supplies (e.g., books, class packets, paper)
- Food
- Bills (e.g., electric, phone, medical)
- Other immediate needs (e.g., medication, medical devices) – please specify:

**Please answer the following items to help us understand your situation:**

1. Do you have housing?  
No                      Yes, temporary                      Yes, long-term
2. Do you currently have any relatives living with you?
  - a. No
  - b. Yes, my partner and/or children
  - c. Yes, my parents and/or siblings
  - d. Yes, relatives outside of my immediate family
3. If you answered b, c, or d above, are you the sole provider (e.g., source of income)?  
No                      Yes
4. Are you currently employed? Yes (How many hours) \_\_\_\_\_ No
5. What other agencies or organizations have you applied to for assistance?

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**Please describe your situation in your own words. Tell us anything else that you feel is relevant (use back of form if necessary):**

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