

FALL 2010 BOOK VOUCHER REQUEST

Instructions

Lights for Learning/Emergency Loan funds are available to matriculated students who are eligible for financial aid. This temporary loan helps students purchase educational books and supplies at the SUNY Ulster Bookstore prior to financial aid being disbursed in accordance with federal and state guidelines.

STEP 1: Please complete this form accurately. Failure to do so will result in a delay of processing your request.

STEP 2: Submit this completed form to the main desk in **VAN 119** or fax to **(845) 687-5044**.

STEP 3: A decision will be sent to your SUNY Ulster email address within 3 business days. Notifications for the Fall 2010 semester begin **August 23, 2010**.

Eligibility Requirements & Conditions

Please read the following statements and **INITIAL** each to verify you understand the book voucher process and accept the required responsibilities:

____ I am applying for a book voucher from the Lights for Learning Fund. I understand that I may apply for only **ONE** book voucher per semester. The book voucher award will be **\$500** although in some instances it may be less, as a result of financial aid eligibility.

____ I have made payment arrangements and signed a promissory note with the Student Accounts Office (VAN 204) for Fall 2010 tuition and fees.

____ I am aware of all Health Services requirements, including the need to submit my MMR records and completed Meningitis Immunization/Reply Form no later than the 3rd week of the semester.

____ I understand I must abide by all College policies and attend all of my classes in order to remain eligible for the book voucher, financial aid grants and/or loans awarded to me. Failure to do so may result in my owing a debt to SUNY Ulster, my records being placed on HOLD and may prohibit me from registering for future semesters. I am aware SUNY Ulster may use a collection agency to seek repayment from me.

____ I understand that if I choose to rent books using my book voucher, I must be able to provide a valid credit card to the bookstore to be used as collateral to cover the cost of books. I understand my credit card will be charged for any damaged books or books not returned by the deadline date established by the Follett Bookstore.

____ If, after my tuition, fees and book vouchers are paid, I am eligible for additional financial aid funds, they will be disbursed to me at a later date, anticipated to be during the 12th week of the semester. I authorize SUNY Ulster to make a check payable to **Follett/SUNY Ulster Bookstore #659** to cover my book voucher charges for Fall 2010.

____ I understand it is to my advantage to complete my financial aid applications as soon as possible after January 1st of each year. By doing so, I may be considered for campus-based aid programs, which are given on a first come, first served basis, provided I remain eligible according to federal and state guidelines.

Student Information

Student Name (Please Print Clearly)

Student ID (U Number)

Student Signature

Date

FOR STAFF USE ONLY

APPROVED DENIED

REASON FOR DENIAL _____

STAFF SIGNATURE