

Immediate Needs Request

Lakeland ID Number

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Last Name

First Name

Amount Requested: _____

Phone Number

To be eligible for these funds, a student must:

- be attending classes in the current term;
- write a brief statement explaining your **unexpected** expenses and why you need emergency funds;
- provide documentation to support your request.

How did you hear about the Immediate Needs funds? _____

Student's Signature _____ Date _____

Students can return the Immediate Needs Request in the following ways:

- Fax to 440.525.7704
- Scan or take a picture of document and email to SSCenter@lakelandcc.edu
- Print and submit form to the Student Service Center, which is currently located at the Cashier's window Monday – Thursday 8 am – 1 pm

Someone will get back to the student as soon as possible via Lakeland email or phone.

=====For FAO/SSC Office Use Only=====

Current Credits Enrolled _____ Approved by FAO? Y N Approved by Foundation/Dean of Student Development? Y N NA

Total Credits Earned _____ GPA _____ Fund: _____

If Awarding Loan, Authorization Form Complete Y N Amount _____

Reason/Comments _____

☐ Entered as Resource (not loan) ☐ Entered in RHACOMM ☐ Logged on Tracking Sheet

Initials _____ Date _____

Revised 3-18-20