Name of Policy: Emergency Student Loans
Source: Financial Aid and Business Office
Form to Complete: Application for Emergency Student Loan, see Financial Aid to initiate

Policy and Procedure:

A current KCAI student who is in need of an emergency loan may apply to borrow from one of the college's loan funds. The loan must be repaid in full according to the specific loan terms. The loan may only be used for education-related needs. It is the student's responsibility to complete the application process and obtain the appropriate signatures on the loan application and promissory note. Once the process has been completed the check will be disbursed to the student from the Business Office within 2 business days from the time the completed and approved application is received by the Business Office. Application forms are available in the Financial Aid Office.

There are three loans available for which students may apply:

- Clarence and Anabel Shepard Loan Fund: Loans up to $40, repayable within 15 days.
- Uhlmann Student Loan Fund: Loans up to $200 for emergencies such as food, housing, medical expenses, travel or supplies. Loan repayments are determined at the time of signing for the loan.
- Rita and Irwin Blitt Fund: Loans up to $1000 for emergency situations. Loan repayments must be completed by the end of the semester.