SPRING 2013 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 beginning January 7, 2013.

NOTE: All documentation required by the Financial Aid office must be submitted to VAN 105 BEFORE a book voucher can be approved. Check your SUNY Ulster email for any missing financial aid documents.

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. Any charges against this voucher in the bookstore will be applied to my account.

_____ 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.

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