



Berty Nebenzahl- Ruth Talley Emergency Fund for Art Students

Application Instructions

The purpose of these emergency funds are for books and art supplies that a student cannot cover due to unforeseen circumstances such as theft, sudden financial hardship, changes in family circumstances, etc., that prevent the student from completing an art course. They are to be used only for books, school and art supplies. Funds cannot be used to pay enrollment fees or tuition, are not intended to replace state and/or federal financial aid, and a student will only be awarded once during their lifetime at Chabot College. Applications with insufficient information or missing documentation to support his/her request will not be reviewed.

Please read the entire list of instructions below carefully. Incomplete applications or applications with missing information and attachments may not be considered. Complete all sections on the application.

1. Must be referred by a Dean, Counselor or Discipline Faculty member.
2. A maximum of \$500 can be requested and funds can go to books, art supplies, transportation costs or other need that prevents you from successfully completing your art course.
3. Eligibility: Student must be currently enrolled in one of the following classes: Animation, Art, Ceramics, Illustrations, Painting & Drawing, Photography, Sculpture
4. **Justification:** This statement should include details about your emergency and how it is preventing you from completing your course. Examples of supporting documentation you can provide include copies of your:
 - Bank Statement
 - Doctors Note
 - Car Service Estimate
 - Stolen Property report
 - Signed statements or letters about your situation
5. Once application is complete please email completed forms to:
friendsofchabot@chabotcollege.edu
6. You will receive a response to your application within five business days and if approved, you will have access to funds within two weeks thereafter.



The Friends of Chabot College
 Building 100, Room 140
 25555 Hesperian Boulevard, Hayward, CA 94545
 (510) 723-6810 • Fax (510) 723-6772
friendsofchabot@chabotcollege.edu

Berty Nebenzahl-Ruth Talley Emergency Fund for Art Students Application

2021-22

Referring Chabot Faculty or Staff (Classified Prof., Admin) Name:		
Last Name:	First Name:	W#
Address:	City:	Zip Code:
E-Mail:	Home Phone:	Cell Phone:
Currently enrolled in: (circle all that apply) : Art, Ceramics, Illustration, Painting & Drawing, Photography, Sculpture		

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AMOUNT REQUESTED: _____ (maximum \$500)

PURPOSE OF REQUEST:

- Books
- Art Supplies – limited to supplies that are directly relevant to your coursework and classroom needs.
- Transportation
- Other Need: _____

JUSTIFICATION: Please explain in detail below or on a separate sheet of paper the reason(s) you are requesting emergency funds. Include any supporting documentation that would demonstrate your need and/or support your request.

I certify that all information provided on this request form and any attachments are current and accurate and that any Emergency Aid received will be used only for educational purposes. *I also agree to write a thank you letter to the donor, if funded.*

_____	_____	_____	_____
Type Student Name	Date	Type Chabot Faculty or Staff Name	Date

Email this application along with your **1) current class schedule** and 2) any other relevant attachments to friendsofchabot@chabotcollege.edu, and allow up to five business days for an email response. **Emails must be from a student Zonemail account or Chabot faculty or staff (classified professional, administrator) email address.**

Reminder!! If you have not already done so:

- ✘ Complete 2021-22 FAFSA/CA Dream Act for Financial Aid application
- ✘ Complete verification / submit requested documents to complete your financial aid file for consideration of other financial aid.
- ✘ If you submitted initial verification documents, please allow 4-8 weeks from date you turned in documents, and regularly check Class Web /theZone for updates to your financial aid file. Further action may be required following our review.

The Friends of Chabot College Internal Use	
Date:	Amount:
Approved:	Not Approved: