

**Emergency Loan Application**

The University of Texas Health Sciences Center at Houston

Student Financial Services

P. O. Box 20036 • Houston, TX 77225

(713) 500-3860

[Studentloancollections@uth.tmc.edu](mailto:Studentloancollections@uth.tmc.edu)

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<b>Student Last Name</b>	<b>First Name</b>	<b>M.I.</b>	<b>Student Email</b>	<b>Phone Number</b>	
<hr/>			<hr/>		<hr/>
<b>Street Address</b> (include apt. no.)			<b>School</b>	<b>Expected Graduation Date</b>	
<hr/>			<hr/>		<hr/>
<b>City</b>	<b>State</b>	<b>Zip Code</b>	<b>Type of Loan</b>	<b>Requested Amount</b>	
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<b>Reason for Emergency Loan</b>			<b>How do you plan to repay the loan?</b>		
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**Important information about Emergency Loans:**

- Emergency loan applications require the approval of the Emergency Loan Committee (ELC). The ELC will review emergency loan applications within 24 to 48 hours, except for tuition emergency loans which will be reviewed at the end of business on the day the application is submitted. Emergency loan applications received after 2 p.m., will be processed the following business day, with one exception: Applications received after 12 noon three business days before the month ends will not be processed until the next month begins.
  - The following situations must be approved through the Emergency Loan Appeal process with decisions being determined on a case-by-case basis:
    - When financial aid is expected to disburse to your tuition account within 30 days of the emergency loan request
    - When a refund was processed on your tuition account within 30-45 days of the emergency loan request
    - When the emergency loan is applied for 30 days or less before the term ends
    - When graduation is within 30 days of emergency loan request
- If you would like to request an appeal, please complete and submit the **Emergency Loan Appeal**.
- Approved emergency loans will be directly deposited into your bank account. For students not enrolled in direct deposit, a paper check will be mailed to the current address on file.

**EMERGENCY LOAN INFORMATION AND ACKNOWLEDGEMENT**

By applying for an emergency loan, you are entering into a legally binding agreement between yourself and The University of Texas Health Science Center. Therefore, it is imperative that certain conditions for the loan are understood.

**Please read and initial the following:**

- \_\_\_\_\_ I understand this is a loan that must be repaid to our loan servicing company: **University Accounting Services (UAS)** at [www.uasconnect.com](http://www.uasconnect.com). Financial aid disbursements will not be applied toward any outstanding emergency loan balance.
- \_\_\_\_\_ I understand that this loan must be repaid within 90 days, not to exceed the last class date.
- \_\_\_\_\_ I understand if the emergency loan is not paid in full by the due date, there will be a \$15.00 late charge and a HOLD will be placed on my records which will prevent financial aid disbursements and may affect class registration.
- \_\_\_\_\_ I understand that the entire amount, plus any penalty charges, may be referred to a collection agency.
- \_\_\_\_\_ I certify that I am in good academic standing.

**E-Loan Acknowledgment for Graduating Students:**

In accordance with Regents' Rules and Regulations of The University of Texas System, I, \_\_\_\_\_, hereby acknowledge that upon receipt of this emergency loan, a hold will be placed on my academic record and will remain until this emergency loan is paid in full. I further understand that this hold will prevent the release of my diploma and that I am subject to all the penalties and actions authorized by law as stated in my promissory note.

**CERTIFICATION AND SIGNATURE**

I, the undersigned, affirm that I have read and understand the conditions governing the emergency loan application process and agree to abide by the terms of this contract.

\_\_\_\_\_  
**Student Signature** **Date**

**FOR OFFICE USE ONLY**

HOLD \_\_\_\_\_ SAP \_\_\_\_\_ UAS \_\_\_\_\_ Enrolled ½ time? \_\_\_\_\_ Owes Tuition? \_\_\_\_\_ ACCT#: \_\_\_\_\_ Amount: \$ \_\_\_\_\_

Processor Signature: \_\_\_\_\_ Date: \_\_\_\_\_ ELC Signature: \_\_\_\_\_ Date: \_\_\_\_\_