

# Request Type & Required Documentation

Please select the expense type and attach all required documents

*PDFs created with an app or images taken with the camera on your smartphone are the easiest and most efficient way to create the needed files to upload.*

(Applications will not be considered without the required documentation to confirm the need for the emergency funds requested)

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## TUITION/SCHOOL SUPPLIES

Please attach an outstanding bill from CUNYfirst or the Bursar

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## HOUSING ASSISTANCE

Please submit one of the following:

- Lease agreement (with student name included) OR
- Rent receipt OR
- Rental agreement letter from your parent/guardian or landlord stating you are a tenant

### AND

- Completed W-9 Form by you, your landlord or your building management office (*Note: a W-9 completed by you is considered taxable income*) AND
- Completed CUNY Payee Deposit Form with landlord or banking information

[Download W-9](#)

[Download CUNY Payee  
Deposit Form](#)

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## LIVING EXPENSES

Please attach a copy/copies of bills, past due notice(s) and/or a shutoff notice(s) in your name

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## MEDICAL & DENTAL EXPENSES

Please attach the contact information of your medical or dental provider, a completed W9 form by your doctor (available below) and details about an upcoming appointment or a copy of a past due bill in your name

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## ILLNESS OF A FAMILY MEMBER

Please attach a letter from your family member's physician or a copy of their medical records

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## DEATH OF A FAMILY MEMBER

Please attach a copy of the death certificate or obituary, details of any travel expenses and/or funeral home information

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## OTHER

Please attach any other documentation related to the grant request