



ALBANY LAW SCHOOL

Wilkinson Memorial Student Assistance Fund/Student Emergency Fund

Effective January 18, 2022

Please read this prior to submitting an application for emergency funds.

Funds will be used to grant emergency funds to Albany Law School students who experience difficulties because of health concerns or family emergencies, for example, or who need special assistance to pay for bar preparation courses, books, emergency living expenses, or other special needs.

- Fund Guidelines

- 'Emergency'; out-of-the ordinary, one time (within reason), and unexpected.
- Hardships which would inhibit student academic success (may include, but are not limited to):
 - Fire damage or need for temporary housing
 - Medical emergency
 - Travel emergency
 - Stolen and destroyed school related property
 - Food and toiletries insecurity
 - Recent and unexpected family emergency
- Supporting Documentation (may include, but is not limited to) *:
 - Lease
 - Medical bills
 - Documentary evidence (photographs or videos)
 - Letters of support (usually witnesses of your need)
 - Financial information
 - Expert evaluations

*Must comply with Federal Requirements

- Ineligible Expenses
 - Tuition
 - Student fees
 - Fines or other legal expenses
 - Credit card debt, any other consumer debt (auto loan, etc.)
 - Entertainment, recreation, or non-emergency travel
- Eligibility
 - Applicants must be experiencing an unexpected financial hardship resulting from an emergency or crisis situation.
 - All students who are applying for emergency funds must have exhausted all available financial aid.
 - Applicants must be enrolled in and attending classes during the term in which funds are requested, or must have just graduated and be studying for the bar exam as a first time examinee.
 - Applicants must be able to provide sufficient documentation of hardship.
 - Applicants must be able to meet with the committee, if required.
 - If multiple requests are received, preference will be given to applicants, who are current students, that have not received an emergency fund grant in the previous 12 month period.



ALBANY LAW SCHOOL

- Applicants must have a valid Social Security Number or Tax Identification Number as the amount of any awarded grant may be subject to requirements for reporting to the IRS as income to the student in a 1099-MISC.
- Process
 - Student directed to review eligibility and guidelines and complete application
 - Submitting an application does not guarantee the awarding of emergency funds
 - Application is received electronically by committee members
 - Application reviewed by committee members
 - Decision made and student informed
- Committee
 - Rosemary Queenan
 - Andrea Wedler
 - Samara Dorward
 - Kaitlyn Lounsbury
 - Jeff Schanz
 - Jermaine Cruz