**BATEMAN EMERGENCY LOAN APPLICATION**

**INFORMATION SHEET**

**Emergency Loan**

The Bateman Loan is an interest free, short-term loan that is available to currently enrolled Clayton State University students. The loan is designed to help students through unexpected financial crises, such as illness, family job loss, food, rent, childcare, etc. The maximum loan amount is $1,500 and loans are subject to availability of funds.

**General Information**

* A $20.00 processing fee will be added and is due upon notification of approval of the loan application.
* Repayment must be made in the form of cash, credit card, certified funds, or financial aid monies. A proposed repayment schedule will be provided.
* Repayment is due in full on due date, regardless if the student’s financial aid funds have arrived and been disbursed.
* Students may not receive an emergency loan in consecutive semesters, or one calendar year, regardless if the new loan would fall into a different academic year.
* Any student, while attending Clayton State University, may receive a maximum of three (3) Emergency Loans.
* Students must not have any prior term balances that have not been paid to the university.
* Applications are accepted after the final fee payment deadline of the semester.
* Students must have paid their tuition and all term charges in full.
* The loan cannot be used in combination with an active payment plan agreement.
* The last day to submit an application is 45 days prior to the last day of class.

**Eligibility**

Students submitting a Bateman Loan application must meet the following criteria:

* Must have completed a minimum of one semester at Clayton State University.
* Must have a Clayton State University GPA of 2.0 or higher.
* Must be making Satisfactory Academic Progress (SAP).
* Must have a source for repayment of the loan.

For more information, visit [www.Clayton.edu/Bursar/Bateman-Loans](http://www.Clayton.edu/Bursar/Bateman-Loans) or contact the Bursar’s Office at 678-466-4295.