

# Request for Perkins: Educational Materials & Supplies - FY19

<i>Student Information</i>		Semester:
Name:		Student ID#:
Program of Study/Major:		Division:
Street Address:		
City:		
State:		Zip Code:
Email:		Phone:
<i>To be eligible for Perkins Support, you must meet one of the following criteria and provide verifying documentation (examples of acceptable documentation required for verification):</i>		
<input type="checkbox"/> Economically Disadvantaged	Ex. Proof of Pell Grant Eligibility	
<input type="checkbox"/> Single Parent	Ex. State Medical Card	
<input type="checkbox"/> Displaced Homemaker	Ex. Dissolution Papers	
<input type="checkbox"/> Nontraditional Gender in a Program	Ex. State ID/Driver's License & Class Schedule	
<input type="checkbox"/> Limited English Proficiency	Ex. Verification from International Studies Program	
<input type="checkbox"/> Disability	Ex. Verification from the Office of Student Accommodations	
<i>Documentation required to complete your request:</i>		
<input type="checkbox"/> State ID/Driver's License	<input type="checkbox"/> Current Book List	
<input type="checkbox"/> LLC Student ID	<input type="checkbox"/> Syllabus/Program Document listing required supplies	
<input type="checkbox"/> Current Class Schedule	<input type="checkbox"/> Special Populations category verification (See Above)	
<input type="checkbox"/> Perkins Student Loan Contract		
<i>How did you hear about the Perkins Program?</i>		
<input type="checkbox"/> Orientation	<input type="checkbox"/> Return Participant	
<input type="checkbox"/> Instructor:	<input type="checkbox"/> Student Referral:	
<input type="checkbox"/> Counselor:	<input type="checkbox"/> Staff Referral:	
<input type="checkbox"/> Other Program Referrals:	<input type="checkbox"/> Marketing Campaigns:	
<input type="checkbox"/> CEFS	<input type="checkbox"/> Email	
<input type="checkbox"/> LEAP	<input type="checkbox"/> Facebook	
<input type="checkbox"/> TRIO	<input type="checkbox"/> Text Message	
<input type="checkbox"/> WIOA	<input type="checkbox"/> Posters	
<input type="checkbox"/> Other:	<input type="checkbox"/> Other:	

### *Sources of Financial Support Received*

- Pell Grant
  Veterans
  WIOA
  Other:

### *Assistance Requested*

- Supplies
  Uniforms
  Tool Loan
  Other:

*I, the undersigned, declare all information I am providing to be true and correct.*

Requestor Signature	Date
---------------------	------

Perkins Representative Signature	Date
----------------------------------	------

*Please submit completed forms to and required documents to the Perkins Specialist in office 92 of the Luther Student Center or email [perkins@lakelandcollege.edu](mailto:perkins@lakelandcollege.edu)*

\*\*\*\*\*

For Perkins Staff

- Approved    Comments:  
 Denied      Comments

Principle Alignment: <b>CP2</b>	
Budget Number: <b>3500-54102</b>	
Assistance Provided:	Cost:

- 
- All documents gathered and verified
- 
- Student file created
- 
- Entered on Student Request Spreadsheet
- 
- Receipts received and reconciled (Copy for file, budget book, accounting)
- 
- Midterm check for drops
- 
- End of Semester academic check
- 
- Survey
-