Request for Perkins: Educational Materials & Supplies –



Student Information		Semester:		
Name:		Student ID#:		
Program of Study/Major:		Division:		
Street Address:				
City:				
State:		Zip Code:		
Email:		Phone:		
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): ***NOTE: Documentation may be submitted as photos or scans of the appropriate item(s) below*** Economically Disadvantaged				
□ Single Parent	Ex. State Medical Card			
□ Out of Workforce	Ex. Written Statement			
□ Nontraditional Gender in a Program	Ex. State ID/Driver's License & Class Schedule			
English Learner	Ex. Verification from International Studies Program			
□ Homeless or facing imminent Homelessness	Ex. Written Statement			
\Box Are in, or have aged out of, the foster care system	Ex. Court Documents			
□ Have active military parent	Ex. Military Dependent ID Card			
□ Disability	Ex. Verification from the Office of Student Accommodations			
Documentation required to complete your request:				
□ State ID/Driver's License	Current Book List			
LLC Student ID	□ Syllabus/Program Document listing required supplies			
Current Class Schedule	□ Special Populations category verification (See Above)			
<u>Perkins Student Loan Contract</u>				
How did you hear about the Perkins Program?				
□ Orientation	🗆 Return Participant			
□ Instructor:	□ Student Referral:			
□Counselor:	Staff Referral:			
□Other Program Referrals (CEFS, TRiO, LEAP, etc.)	□ Marketing Campaigns (Email, Facebook, text message, etc.)			

Provide a detailed description of your situation, particularly what obstacles you are facing that may prevent you from successful completion of a certificate or degree. Use additional paper if necessary.

Assistance Requested

 \Box Supplies

🗆 Uniforms

🗆 Tool Loan

□ Other:

I, the undersigned, declare all information I am providing to be true and correct. By signing below I consent to the sharing of my case details with other student support agencies who are working together to provide services to Lake Land College students, including but not limited to TRiO, CEFS (WIOA), Adult Education, Advising, LEAP, Financial Aid, etc.

Requestor Signature	Date

Perkins Representative Signature Date

Please submit completed forms to and required documents to the Perkins Specialist at perkins@lakelandcollege.edu

For Perkins Staff

□ Approved Comments: □ Denied Comments

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

Case Management Notes:	
CONTACT	DATE