



Burgess Long Term Loan Application for Consideration of Funding

Name _____ GWID _____

Permanent Address _____

Cell Phone Number _____ GW Email Address _____

Alternative Phone Number _____ Alternative Email _____

Amount Requested: \$ _____ (minimum \$1000, maximum dependent upon funds available)

Purpose: The Burgess Long Term Loan Fund provides funding, based on annual endowed payout levels, to qualified students pursuing enriching extracurricular activities with costs that would otherwise exclude the student from participation; it is a need-based fund. In any application period a student applicant must be registered for coursework. Loans must be approved and submitted to the Student Accounts Office (SAO) prior to the end of any semester in which an application period occurs. Funds may only be applied to activities not included in the degree program and whose purpose is to provide an enriching experience that will support a student's transition to a residency program. These include, but are not limited to, the following:

- Conference fees- students must have permission from their clerkship/course director and career advisory dean.
- Research gap year- will assist with expenses above that of a stipend. All research gap year activities must be approved prior to loan application.
- 1st Year summer internship or research experience - For students in a Scholarly Concentration (SC), experience must be approved by SC directors(s). For students not in the SC program, experience must be approved by their career advisory dean.
- Medical Missions- must **not** be for academic credit.
- Publication fees - student must be first author on publication.
- Professional Organization Membership
- Residency Relocation
- MD/MPH and Public Health Certificate expenses.

Burgess Long Term Loan Application for Consideration of Funding

continued...

Minimum loan amount \$1000

Max Amount dependent upon funds available.

Other Application Requirements:

1. The demographics page, above.
2. No more than a 1-page explanation of your request (double spaced).
3. List of documentation.
4. Documentation from program, proposal, invoices, receipts, contracts, letters of permission, etc.
5. Expense report spreadsheet.
 - a. Name, GWID, Date at the top of each page of the Excel spreadsheet
 - b. Itemization of expenses, depending on the purpose of the loan, and not limited to:
 - i. Membership fee
 - ii. Publication fee
 - iii. Expenses not covered by any other scholarship or resource, in the case of a research opportunity.
 - iv. Conference fees, travel costs (see v.)
 - v. Travel costs, dates of travel, only coach fares will be covered for air fare. Hotels must be within reason, food and local transportation will only be considered outside of academic periods.
 - vi. Medical Missions- participation costs, travel (see v.) , other costs as needed
 - vii. Research Gap Year- include amount of stipend, reasonable costs will be associated with location of experience, including room/board, travel, and personal expenses.

All completed applications must be submitted to the Office of Financial Aid by the deadline. Please make sure to submit all requirements together, incomplete applications will not be considered.

Applications due April 15 for all summer/fall requests

Applications due November 15 for all spring requests.

Burgess Long Term Loan Terms:

Grace period- no interest while in school through residency. In repayment the interest rate is 1.25% APR. Ten year loan repayment period. Failure to graduate, or complete residency, will result in the loan going into repayment six months after dropping below half-time credit hours or leaving a residency. This loan may not be used toward MD Program credit bearing activity or licensure. Full disclosure is available upon request. The borrower must complete all loan documents prior to the end of the academic period and prior to the activity for which funds will be utilized. Borrower must re-certify by submitting an advanced academic training deferment form, every year of residency, with the loan servicer.