



Loyalist College Student EMERGENCY Food Cupboard – Acknowledgement Letter

The Student Experience and Engagement Office, in response to rising demands placed on the Loyalist College Student Emergency Food Cupboard, have implemented a process to manage the limited supply of food cupboard resources better and more equitably.

These protocols are being put in place to ensure that Loyalist College's Food EMERGENCY Food Cupboard continues to play a role as a measure available to students in emergencies. **Food Cupboard usage is meant as a measure of last resort and is to be utilized in extenuating circumstances only.**

Since the Loyalist College Student EMERGENCY Food Cupboard is for emergencies only, it is intended as a short-term solution. It is not intended to supplement income or other methods of personal funds.

Intake Process

Students wishing to request access to the Loyalist College Student EMERGENCY Food Cupboard resources must complete an in-take questionnaire to provide proof of extenuating circumstances. Through the in-take questionnaire, students must sign and upload this Letter of Acknowledgement and fully completed Living Expenses for School Year. Failure to upload BOTH completed documents and complete the in-take questionnaire will delay the review process and may result in the inability to access the Food Cupboard.

Purpose of the EMERGENCY Food Cupboard

Access is permitted to currently registered, full-time students to alleviate acute and urgent food scarcity concerns due to the acute onset of extenuating circumstances. The EMERGENCY Food Cupboard is **not** a mini-shopping centre to be used when/as desired by students to access food or a way to save money at the grocery store.

I acknowledge that I have read and understand the information presented in this letter. I understand that this information is being shared with me to better manage resources for all Loyalist College students.

Signature: _____

Date: _____