

2021-22 EKU Foundation Scholarship Request Form

Please do not notify the student of the scholarship or announce or publicize the recipient's name until you receive authorization from the University Scholarship Office.

Student's Name & EKU ID # _____

Scholarship Name _____

Scholarship Fund Number _____ Award Amount \$ _____

Award Term (Enter academic year OR semester below)

(Check only one.)

_____ Academic Year (*Funds disbursed in equal amounts per fall & spring terms.*)

_____ Fall 2021

_____ Spring 2022

_____ Summer 2022

Note: Supporting documentation (for example: committee nomination forms, essays, if required, departmental applications, etc.) for selection of this recipient must accompany this request.

_____ Financial Manager's Name

_____ Campus Mailing Address

_____ Financial Manager's Signature

_____ Date of Request

- By signing this form, you verify that the proposed recipient meets all criteria for the scholarship.
- Circumstances can arise when scholarship awards cannot be processed due to a student's ineligibility to receive financial aid. If this occurs, the Development Office's Foundation Endowments Manager will contact the Scholarship Budget Manager to explain the situation.
- Amounts awarded for endowed scholarships are determined by the EKU Foundation Board's spending policy. Award amounts for non-endowed scholarships vary based on the terms of the donor agreement with the EKU Foundation. The Foundation Endowments Manager will notify Scholarship Budget Manager if the amount requested differs from the licensed awarding amount.
- Upon receipt of this form, the Development Office will review the request, verify award availability, and forward the form and supporting documents to the University Scholarship Office for processing.
- Budget Managers will be notified by the University Scholarship Office once the scholarship is approved and processed.
- Please contact Carol Ford at 622-5035 with questions about the request form, award processes, fund criteria or amounts.

Please email this completed form to: carol.ford@eku.edu Foundation Endowments Manager
Development Office, CPO 19A
306 Jones Building

To be completed by the Development & Scholarship Offices

FTHANK YES NO _____ FA CODE _____

Development Approval: _____ Date: _____

Scholarship Office Approval: _____ Date: _____