



SMU

*Division of Enrollment Services
Office of Financial Aid & Scholarships*

OUTSIDE SCHOLARSHIP NOTIFICATION FORM

(Do not complete this form if no outside scholarships are forthcoming.)

Student Name: _____

SMU ID #: _____

Address: _____

Year in School for 2014-15: Freshman Sophomore Junior Senior

INSTRUCTIONS: We are requesting the following information so that your scholarship may be reflected correctly on your financial aid package. You may need to provide additional information to the Office of Student Accounts and/or the University Registrar. An outside scholarship is usually an award from a high school, private club, agency, corporation, organization, tuition benefits from your parent(s)' employer or vocational rehabilitation grants. **Do not include National Merit, state grants, SMU merit scholarships, state pre-paid or college savings plans.**

Outside Scholarship Donor/Agency Name (Please be specific.)	Scholarship Amount (Current Year Only)	When will donor send payment? Full amount in Fall or one-half each term?
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

PLEASE NOTE: If Enrollment verification is required by the scholarship provider, the SMU student is required to request the verification online through Access.SMU or through the SMU Registrar's Office. **BILLING OR ENROLLMENT VERIFICATION REQUESTS SENT TO THE OFFICE OF FINANCIAL AID WILL NOT BE PROCESSED.**

If you should receive the funds at your home, it is important that you endorse the check, include your student ID number, and send the check directly to the Office of Financial Aid and Scholarships (PO Box 750181, Dallas, TX 75275-0181) for processing and crediting to your student account.

Scholarship funds must be received to the Office of Financial Aid by payment due date, or you are responsible for full payment for the semester bill by payment due date. If we receive the notification or the actual funds after payment due date, the funds will be applied to your account whenever they are received. If your account has been paid in full by that time, a refund will be issued if allowable by the donor.

Student Signature _____ **Date** _____