



601 S. Martin Luther King Jr. Dr.
Winston Salem, NC 27110
Phone 336.750.3296
Fax 336.750.3297

2019-2020 Outside Scholarship Notification Form

2019-2020

Outside Scholarship Notification Form

Please complete this form **only** if you are receiving a scholarship from a source other than WSSU.

Please attach proof of scholarship award.

Student Information

Student Name: _____

Student's Banner ID: _____

Scholarship Notification

I am/will be receiving the following non-Winston-Salem University scholarship for the 2019-20 academic year.

*Note: Please complete a separate form for each outside scholarship received. **Please attach proof of scholarship award.***

Name of Scholarship _____

(Ex. Smart Scholarship)

Name of Scholarship Donor: _____

(Ex. ABC High School)

Award Amount for 2019-20 academic year: \$ _____

(Ex. \$2500 for 2019-20)

Donor Contact Person: _____

Donor Phone Number: (____) _____

Donor Fax Number: (____) _____

Donor Address _____

Donor City, State, Zip: _____

Donor Email Address: _____

Scholarship Donor Requests & Office of Scholarships and Financial Aid Request

The Office of Scholarships and Financial Aid, request that you submit one of the following documents: A copy of your scholarship offer letter, a written request, or a donor-generated form. *Note: Official Verification of enrollment must be made directly to the Office of Registrar.*

Certification and Privacy Release

I certify that I have read and understand the "Important Information for Student and Scholarship Donor" and that the information reported on this form is complete and correct to the best of my knowledge. Should any information change, I will notify the Office of Scholarships & Financial Aid immediately. I give the Office of Scholarships & Financial Aid permission to discuss and/or release academic and financial data to the donor listed above.

NOTE: If you have already received an aid package and this award was not included in that package, your eligibility for federal, state, and institutional aid will be reevaluated. In compliance with federal regulations, state requirements and institutional policy, your aid package may be revised. You will be notified if a revision is made.

Signature: _____ Date: _____



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Important Information for Student and Scholarship Donor

- Please make scholarship checks payable to Winston Salem State University.
- Scholarship checks should include the Student's Name and Student's Banner ID # in the memo section of the check. If the student has not provided his/her WSSU Banner ID #, the donor should include some other identifying factor, such as the home address or the last 4 digits of the student's social security number. Please do not use the complete SSN.
- Scholarship checks should be mailed to the following address:
Winston-Salem State University
Office of Scholarships & Financial Aid
601 S. Martin Luther King Jr. Dr.
201 Thompson Center
Winston- Salem, NC 27110
- Due to the volume of checks we receive, we regret that we cannot mail a confirmation of receipt to the student or scholarship donor. Students can verify receipt of funds by checking their student account on line.
- If the scholarship donor requires verification of enrollment before sending funding to Winston-Salem University, we can provide that information only if the student has signed the certification and privacy release on Winston-Salem State Scholarship Notification Form or if the student has signed and submitted a donor-generated form.
- The student is responsible for reporting all financial assistance received or **expected to receive** to the Office of Scholarships and Financial Aid.
- Scholarship awards are calculated as a resource in determining a student's eligibility for federal, state, and institutional financial assistance.