



SCHOLARSHIP HOLD REQUEST

To be eligible for a Scholarship Hold, a scholarship recipient must attend at least one full-time semester prior to departure and meet the minimum renewal criteria stated in his/her award letter.

Name _____ SSN/ID _____ Date _____

Address _____ City, State, Zip _____

Name of Scholarship _____

Last Semester or Session Scholarship will be used: Fall Spring 20__ Never Attended

Semester/Session and Year scholarship is to be reinstated: Fall Spring 20_____

(Note: We will only hold your award for the sessions/semesters indicated above. Notification of your return is imperative so sufficient funds can be made available for your scholarship. If you fail to return at the time indicated, without notification, you may lose your scholarship.)

Reason for Scholarship to be held: Military Service Medical Reasons Church Service
Other _____

(Note: Please attach appropriate documentation: a copy of the military order, documentation of medical situation and/or doctor's release, a copy of the church service call letter, or statement of exceptional circumstances. The documentation attached must state the date of departure and either the length of time away or date returning. Forms submitted without supporting documentation cannot be approved.)

IMPORTANT: You will need to notify the Scholarship Office of your return at least one month prior to the time you wish to re-enter school. We will notify you of the status of your request approximately one month after receipt of this completed form and supporting documentation. If you have any questions, please call or write us.

I comply with the above stipulations and will notify the Scholarship Office of my return approximately one month prior to the time I wish to re-enroll in school.

Student's Signature

Date

Do not write below this line --- For Scholarship Office use only

Current GPA: _____ Credits: _____ Scholarship: _____

Award Parameters: GPA: _____ Credits: _____ Major _____

Original Award Period: _____ Semesters Used: _____

Semesters Remaining: _____ Re-Entered: _____

Comments: _____