



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 _____ STUDENT ID # _____ Date _____

Address _____ City, State, Zip _____

Name of Scholarship _____

(Note: ISU will only hold Institutional Scholarships. It is the student's responsibility to contact any outside agencies).

ISU E-mail address to send correspondence on your hold request (one semester before your planned return date listed below): _____

Best Phone # to reach you at: _____

Last Semester Scholarship will be used (Circle One): Fall/Spring 20____ Never Attended ____

Semester/Session and Year scholarship is to be reinstated (Circle One): 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.). Only "renewable" Institutionally funded scholarships can be held for eligible students. Grant funded; 1 semester (or year) awards cannot be held due to the funding allocations and the need to re-award. If awarded scholarships by outside agencies, students must contact these individuals separately.

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: We will notify you of the status of your request (by e-mail). Your award will also be loaded and showing in your Bengal Web account the semester in which you plan to return (if scholarship hold request was approved). If you have any questions, please call or e-mail us. We also suggest that you keep a copy of this hold request form. Criteria for renewal of your award must be met for approval.

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
Requirements: GPA: _____ Credits: _____ Major _____
Original Award Period: _____ Semesters Used: _____
Semesters Remaining: _____ Re-Entered: _____

Comments: _____