

For Office Use Only

Item Type: _____

Fund #: _____

NDSU Student Financial Services

New Scholarship Request Form

Use this form when awarding a student from a new scholarship fund to be paid through Student Financial Services. *We will not pay any new scholarships to students prior to the completion of this form.* Complete each section below.

Date	
Name of Scholarship	
College/Department Awarding	
College/Department Contact Person	
Phone	
Email	
Minimum number of credits students are required to be enrolled in each semester in order to receive the scholarship	
For Admissions Only - Is this a renewable scholarship?	Yes No

Indicate the funding source (appropriated funds cannot be used for scholarships):

NDSU Local Fund

- Fund Number _____
- Department number _____

NDSU Development Foundation Fund

Foundation Fund Number _____

Funds located with the Development Foundation require prior approval for payment.
Send this form to Jennifer Reinhold at the Development Foundation for signature.

Development Foundation Signature _____ Date _____

Other

*Contact Sarah Jones for processing information for funding sources other than those listed above.
Contact information is listed below.*

Comments or Special Instructions:

After completion, email this form and/or questions to:
Sarah Jones at sarah.jones.1@ndsu.edu or 701-231-8397
Financial Aid & Scholarships, NDSU Dept 2833, Ceres 205