BALL STATE UNIVERSITY

OUTSIDE SCHOLARSHIP DONOR FORM
Office of Financial Aid and Scholarships
Lucina Hall 245
Muncie, IN 47306

Please complete this form and submit it each time you send scholarship funds to Ball State University. The information provided will help us accurately administer your funds and follow any specific instructions you may have. **To ensure that scholarships are posted to student accounts by the semester due date, we must receive checks for the academic year and fall semester only by July 1; for spring semester by November 1; and for summer semester by April 1.**

If you require grade transcripts in order to award additional scholarship funds, please request that the student provide this information.

_____ _____
Name of Student Ball State ID#

_____ $_____
Name of Organization/Donor Information Amount Enclosed

_____ _____
Contact for Organization/Donor Email Address

_____ _____
Address City State Zip Code

Fall/Spring (evenly split) ☐ Fall Only ☐ Spring Only ☐ Summer Only ☐

Will additional funds be sent? Yes ☐ No ☐ If yes, when? _____

Is student receiving funds due to being a student athlete? Yes ☐ No ☐

Funds may be used to pay:

☐ Tuition and fees only (non-refundable)

☐ Institutional Charges only (Tuition and fees, room/board and non-refundable)

☐ Any educational expenses tuition, fees and room/board and refunded once all charges have been covered (for books and other non-billable)

Please make checks payable to Ball State University and send to:

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