### 2015–2016 Outside Scholarship Notification

If you are receiving a scholarship from an outside organization and the check is given to you please complete this form and send it along with the check. Be sure to endorse the check if it is made payable to you and Loyola University Chicago. Make copies as needed and use one sheet per scholarship check. Please keep a copy of this form and a copy of the check for your records. If the donating agency is sending the check directly to Loyola University Chicago, please have the check directed to the address below. **Also, it is appropriate that you send a “thank you” note to the providing donor/agency.**

<table>
<thead>
<tr>
<th>Student Name:</th>
<th>Loyola ID:</th>
</tr>
</thead>
<tbody>
<tr>
<td>(Please print)</td>
<td>(Your 11-digit Loyola ID number begins 0000.)</td>
</tr>
</tbody>
</table>

Permanent Address ____________________________________________

City __________________________ State ___________ Zip ___________

Email address ____________________________ Permanent phone # ____________________________

Scholarship Donor /Agency ____________________________________________

Donor/Agency contact person ____________________________________________

Donor/Agency phone # ____________________________________________

The check is enclosed __________ The check will be mailed separately ____________________________________________

Amount on check $______________ Check # ____________________________

Is this scholarship restricted to tuition only? (circle one) YES NO

Please check the appropriate space.

- Disburse the entire amount to my fall 2015 semester.
- Disburse the entire amount to my spring 2016 semester.
- Divide the amount equally between the fall 2015 and spring 2016 semesters.

If you do not know if your scholarship is for a specific term, the **entire amount** will be applied to the current semester.

Mail form and check to: Edward R. Moore, Scholarship Director
Loyola University Chicago
Sullivan Center, Suite 190
1032 W. Sheridan Rd.
Chicago, IL 60660

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Student’s Signature        Date

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Financial Aid Office
1032 West Sheridan Road
Sullivan Center Room 190
Chicago, Illinois 60660
Phone: 773.508.7704  Fax: 773.508.3397
Scan completed form and E-mail to finaidforms@luc.edu

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OR 2016

Last updated 02/25/15