



Office of Scholarships and Financial Aid

601 S. College Road • Wilmington, NC 28403 • *Federal School Code:* 002984

Telephone: 910.962.3177 • *Fax:* 910.962.3851 • *Email:* finaid@uncw.edu • <http://www.uncw.edu/finaid>

Important Information for Students and Scholarship Donors

- ✓ Please make scholarship checks payable to the University of North Carolina Wilmington.
- ✓ Scholarship Checks should include the student's full name and UNCW Student ID (#850) in the memo section of the check. If the student has not provided his/her UNCW Student ID (#850), the donor should include some other identifying factor, such as the home address or the last 4 digits of the student's social security number. **Please do not use the complete SSN.**
- ✓ Scholarships checks should be mailed to the following address:
UNC Wilmington
Office of Scholarships & Financial Aid
601 S. College Road
Wilmington, NC 28403-5951
- ✓ Please mail fall scholarship checks by July 1st and spring checks by December 1st.
- ✓ If the scholarship donor requires an invoice or verification of enrollment before sending funding to UNC Wilmington, please submit your request to the Student Accounts and Cashier Services and the Registrar's Offices (after drop/add), respectively.
- ✓ Our policy is to disburse funding equally between the fall and spring semesters. However, if the scholarship donor prefers full disbursement to one particular semester, the donor should indicate this on the check or in the cover letter. For example, "Pay all in Fall" or "Pay all in Spring." **The directive must come from the donor.**
- ✓ Our Tax ID number is **56-1258660**.
- ✓ Scholarship awards are calculated as a resource in determining a student's eligibility for federal, state and institutional financial assistance.
- ✓ The student is responsible for reporting all financial assistance received or expected to receive to the Office of Scholarships & Financial Aid.



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2020-2021 Outside Scholarship Notification Form

Please complete this form only if you are receiving a scholarship from a source other than UNCW.

Student's Name: _____ Student ID# 850 _____

Scholarship Notification

I am/will be receiving the following non-UNC Wilmington scholarship(s) for the 2020-2021 academic year:

Scholarship #1	
Name of Scholarship (Ex. Rotary Scholarship)	
Name of Scholarship Donor (Ex. ABC High School)	
Award Amount for 2020-2021 academic year	
Donor Contact Person	
Donor Phone Number (Include Area Code)	
Donor Fax Number (Include Area Code)	
Donor Address	
Donor City, State, Zip	
Donor Email Address	
Scholarship #2	
Name of Scholarship (Ex. Kiwanis Scholarship)	
Name of Scholarship Donor (Ex. ABC High School)	
Award Amount for 2020-2021 academic year	
Donor Contact Person	
Donor Phone Number (Include Area Code)	
Donor Fax Number (Include Area Code)	
Donor Address	
Donor City, State, Zip	
Donor Email Address	
Scholarship #3	
Name of Scholarship (Ex. Best Buy Scholarship)	
Name of Scholarship Donor (Ex. ABC High School)	
Award Amount for 2020-2021 academic year	
Donor Contact Person	
Donor Phone Number (Include Area Code)	
Donor Fax Number (Include Area Code)	
Donor Address	
Donor City, State, Zip	
Donor Email Address	

2020-2021 Outside Scholarship Notification Form

Please complete this form only if you are receiving a scholarship from a source other than UNCW.

Scholarship #4	
Name of Scholarship (Ex. Booster Club Scholarship)	
Name of Scholarship Donor (Ex. ABC High School)	
Award Amount for 2020-2021 academic year	
Donor Contact Person	
Donor Phone Number (Include Area Code)	
Donor Fax Number (Include Area Code)	
Donor Address	
Donor City, State, Zip	
Donor Email Address	

Scholarship #5	
Name of Scholarship (Ex. XYZ Church Scholarship)	
Name of Scholarship Donor (Ex. XYZ Church)	
Award Amount for 2020-2021 academic year	
Donor Contact Person	
Donor Phone Number (Include Area Code)	
Donor Fax Number (Include Area Code)	
Donor Address	
Donor City, State, Zip	
Donor Email Address	

Scholarship Donor Requests

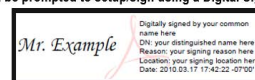
If your Scholarship Donor requires financial information, and/or an invoice from the Office of Scholarships and Financial Aid, please attach a copy of your scholarship offer letter, a written request, or a donor-generated form. Note: Enrollment Verifications and transcript requests must be made directly to the [Office of the Registrar](#).

Certification and Privacy Release

I certify that the information reported on this form is complete and correct to the best of my knowledge. I will immediately notify the Office of Scholarships & Financial Aid of any changes. I give the Office of Scholarships & Financial Aid permission to discuss and/or release academic and financial data to the donor listed above.

Note: If you have already received an aid package and this award was not included in that package, your eligibility for federal, state, and institutional aid will be reevaluated. In compliance with federal regulations, state requirements and institutional policy, your aid package may be revised. You will be notified if a revision is made.

- To sign this form electronically, download/save the form to your computer first and open it by using Adobe Acrobat. Once the form is downloaded and it has been filled out completely, click in the signature box to electronically sign this document with your Adobe Signature: (see example below). You will be prompted to setup/sign using a Digital Signature at that time.



Typed signatures will not be accepted. Once it has been electronically signed, save the form to your computer, and click the **SUBMIT** button to email our office the electronically signed version of your form.

- If you are unable to sign electronically, please print this document and provide **handwritten signatures**. You may deliver this signed document in person or you may scan and email to find@uncw.edu