

**SCHOLARSHIP REQUEST CHECKLIST**

\_\_\_\_1) SCHOLARSHIP REQUEST FORM

\_\_\_\_2) LETTER FROM LOCAL EXECUTIVE DIRECTOR STATING THAT ALL LOCAL

 SCHOLARSHIP MONEY HAS BEEN USED

\_\_\_\_3) STATEMENTS AND INVOICES FROM THE SCHOOL IN WHICH CANDIDATE

 IS ENROLLED.

\_\_\_\_4) DOCUMENTATION TO COVER SPECIAL REQUESTS

\_\_\_5) IF REQUEST IS TO PAY A STUDENT LOAN THE FOLLOWING ITEMS ARE

 REQUIRED:

1. CURRENT BILL FROM INSTITUTION (MUST INCLUDE A/C# AND PAYMENT ADDRESS)
2. COPY OF THE PROMISSORY NOTE(S) SHOWING YOU AS PRIMARY OR

SECONDARY PAYER OF THE LOAN

1. OFFICIAL TRANSCRIPT WHICH SHOWS THE COMPLETION OF THE

 COURSE WORK

Please read and follow the Miss Washington Scholarship Organization Rules and Regulations.

Allow 30 days for the check to be issued after submittal of the request.