

# SCHOLARSHIP DESIGNATION FORM

Thank you for supporting students at the University of Arizona! All disbursements of funds (institutional or donor based) by the University are non-refundable to the dispensing authority once they have been given to the students. We verify that students are enrolled only at the time funds are disbursed (up to ten days prior to term start).

**\*\*\*Forms should only be completed by donors. Any forms received without a check(s) or ACH will be discarded.\*\*\***

Scholarship Name		Amount \$
Name of Student		
UA Student ID (8 digit)	Date of Birth	

**This scholarship check should be applied as follows:**

**Academic Year**

- Current: Aug 2023 – Jul 2024       Upcoming: Aug 2024 – Jul 2025       \_\_\_\_\_

**Term**

- Fall term only (August – December)       Both Fall and Spring terms (August – May)  
 Spring term only (January – May)       Summer term only (May – August)

**Enrollment**

- Release funds at full-time enrollment (12 units for Undergraduate/9 units for Graduate students)  
 Release funds at *less* than full-time enrollment

**Will another check be sent for this student during this academic year?**

- Yes: Term \_\_\_\_\_ Amount \_\_\_\_\_       No

**Scholarship Donor Information**

Contact Person	Signature of Contact Person
Email Address	Phone Number
Mailing Address	City, State, & Zip Code

- Select if scholarship donor should remain anonymous

**Physical Checks**

- Make checks payable to **The University of Arizona.**
- Checks made out to both the student and the institution will cause delays in processing.
- Please send both the check AND form together to the address listed in the lower right corner.

**For ACH/wire Submissions**

- Email completed form to [osfa-deptaskaid@arizona.edu](mailto:osfa-deptaskaid@arizona.edu)
- Once completed form is received, ACH/wire instructions will be provided.

<b>OSFA Internal Use Only</b>
Chk: _____
KFS/CR: _____



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