



Required Outside Scholarship Report Form

Please fill out this form completely and return it to the Financial Aid Office Please print or type.

Student Information

Student's First Name

Last Name

HSU Student ID (Do NOT Use SSN)

Outside Scholarship Information

Donor Name & Name of Scholarship	Single Check or Split?	Total Award Amount	Semester(s) Applied
		\$	Fall: \$ Spring: \$
		\$	Fall: \$ Spring: \$
		\$	Fall: \$ Spring: \$
		\$	Fall: \$ Spring: \$
		\$	Fall: \$ Spring: \$

1. It is the policy of HSU to credit all awards equally between the fall and spring semesters unless otherwise requested. If the award is renewable, a new form should be submitted each year.
2. We cannot credit your award to your student account until the money is received in our office. To ensure credit is issued in a timely manner, please have your donor forward the scholarship check to the address below.
3. If we are required to furnish grade reports or enrollment verification to your donor, the Family Rights and Privacy Act (FRPA) requires that we secure your permission before releasing this information. Please sign the release below.

Authorization to Release FRPA Protected Information

I hereby authorize the HSU Registrar Office or the Financial Aid Office to furnish necessary information to my scholarship donor for such time as I remain on the scholarship program(s).

Signature of Applicant:

Date:

Instructions:

1. Make the scholarship check payable to the order of Hardin-Simmons University
2. List the Student's first and last name along with their HSU ID# within the memo of the scholarship check or in an additional communication letter
3. Indicate if the scholarship check is term specific (EX. Fall Term Only / Fall & Spring).
4. Mail Scholarship check and any additional information to the address listed to the right.

Hardin-Simmons University
Attn: Scholarship Coordinator
2200 Hickory Street
HSU Box 16050
Abilene, TX 79698

financialaid@hsutx.edu

Phone: 625-670-1050

Fax: 325-670-5822

REV. 11-21-24