

## 2025-2026 Notification of Outside Scholarship Awards & Additional Funding

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Use this form to notify Financial Aid Services of any non-SMU scholarships or any outside funding that you will be receiving for the use of educational expenses that is/are not already listed on your financial aid offer.

**INSTRUCTIONS:** We are requesting the following information so that your funds will reflect correctly on your financial aid offer and billing statement. You may need to provide additional information to Student Account Services and/or the Registrar's Office. Outside funding sources are typically donor scholarships awarded by organizations other than SMU, but are designated to be used for your educational expenses such as tuition, fees, housing, etc. Donor sources include high schools, private clubs, agencies, corporations, churches, scholarship organizations, tuition benefits you may receive through an employer, or vocational rehabilitation grants. Do not include National Merit, state grants, SMU merit scholarships, or state pre-paid or college savings plans.

If the donor requires verification of enrollment, students must submit an online request through My.SMU or directly with the Registrar's Office. Billing or enrollment verification requests sent directly to Financial Aid Services will not be processed.

**Scholarship funds must be received by Financial Aid Services by the payment due date, or you will need to make other arrangements for full payment of your semester bill, such as utilizing other offered financial aid or setting up a payment plan with Student Account Services. If we receive the notification or the actual funds after payment due date, the funds will be applied to your account whenever they are received. If your account has been paid in full by that time, a refund will be issued if allowed by the donor.**

If you should receive the funds at your home, it is important that you endorse the check, include your student ID number, and send the check directly to Financial Aid Services (PO Box 750181, Dallas, TX 75275-0181) for processing and crediting to your student account.

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**NOTIFICATION OF OUTSIDE SCHOLARSHIP AWARDS &  
ADDITIONAL FUNDING**

Use this form to notify Financial Aid Services of any non-SMU scholarships or any outside funding that you will be receiving for the use of educational expenses that is/are not already listed on your financial aid offer.

Student Name: \_\_\_\_\_ SMU ID#: \_\_\_\_\_

Grade Classification for the upcoming Academic year:

☐ Freshman      ☐ Sophomore      ☐ Junior      ☐ Senior

<u>Name of Scholarship or Source of Funding</u>	<u>Amount</u>	<u>Frequency (One-time payment? Once per semester? Be specific on how these funds will be allocated)</u>
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Example #1: Club Scholarship	5000	One-time payment
Example #2: Employer Benefit	1000	Each semester over four years

_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date