



Liberty High School
Scholarship Committee

850 Second Street, Brentwood, CA 94513
Telephone (925) 634-3521
Fax (925) 516-2581

❖ **SCHOLARSHIP PAYMENT REQUEST FORM** ❖

Scholarship: _____ Date: _____

Student: _____ Telephone: _____

College/School Enrolled _____

College/School Street Address: _____

City: _____ State: _____ Zip: _____ Last 4 digits of SS# _____

Year of LHS Graduation: _____ College ID # _____

STUDENT: Please attach the following: Proof of registration from the college where you are enrolled by submitting a copy of your class schedule which must show a minimum of 12 (full time) units/credits or a copy of receipt showing tuition or housing fees paid.

***Scholarship payments will be sent DIRECTLY to your college or university's Financial Aid Office. Payments will NOT be sent to the student.**

Student Signature

Please send a **THANK-YOU NOTE** to the organization or individual who is sponsoring your scholarship. One has been provided for you in your envelope with your donor's address.

Scholarships in the amount of \$1000 or less will ordinarily be paid in a one lump sum to your college or university Financial Aid Office. Scholarships larger than \$1000 will be paid in two or more equal payments. One payment will be made now. **It is your responsibility to file a new request for each remaining payment. Additional payments can be requested at the beginning of each new quarter or semester.**

Your scholarship must be **initiated** within one year of graduation. If not **initiated** within the allotted time, the scholarship will be forfeited. For questions, please feel free to contact the College and Career Center.

***Scholarship payments will not be processed between June 1 – August 1.**

Christine Orozco Ext. 5218 & Christina Salinas Ext. 5217
LHS College and Career Coordinators
925-634-3521 orozcoc@luhsd.net or salinasc@luhsd.net

*updated 11/1/19