

## SCHOLARSHIP CHECK LIST

- \_\_\_ **PSAS form submitted and postmarked by March 1, 2010**
- \_\_\_ Applicable Scholarship Application Form completed
- \_\_\_ Essay typed and attached to Scholarship Application Form if applicable
- \_\_\_ Letter of Special Circumstances attached
- \_\_\_ Letter of recommendation(s) attached to Scholarship Application Form if applicable
- \_\_\_ **Application file completed and postmarked by April 1, 2010**

## WHERE DO YOU MAIL YOUR SCHOLARSHIP APPLICATION & SUPPORTING MATERIALS AND LETTER OF SPECIAL CIRCUMSTANCES?

Scholarship Applications and supporting materials must be postmarked by **Thursday, April 1, 2010** and sent to the following address:

Catholic Secondary Schools  
Attn: Scholarship and Tuition Grants  
360 Division Ave S Ste 3A  
Grand Rapids, MI 49503-4501

If you need assistance, please contact us at (616) 233-5814

## SCHOLARSHIP AND TUITION GRANT APPLICATION TIMELINE

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|-----------------|---|
| March 1, 2010   | Deadline for PSAS Applications to be postmarked<br>Keep a copy of your completed PSAS application and supporting documents for your records<br>Send to PSAS in the envelope provided<br><b>DO NOT SEND PSAS TO CATHOLIC SECONDARY SCHOOLS</b> |
| April 1, 2010   | Deadline for Scholarship Applications & Letter of Special Circumstances to be postmarked<br>Please send completed Scholarship Application and supporting documents to Catholic Secondary Schools.   |
| May – June 2010 | All applicants will be informed regarding scholarship & tuition grant status  |

Once notified, the scholarship recipient is required to send a "Thank You" letter to Catholic Secondary Schools that will be forwarded to the scholarship donor. Non-compliance in this issue will reflect in next year's scholarship application process. Please call the Catholic Secondary Schools Office at 616-233-5814 if you have any questions regarding the scholarship process.