



Scholarship Request Checklist

REMEMBER: You may request a maximum of \$2,000 per year for full-time students

AND

You **MUST** allow three weeks for your request to be processed and for the check to arrive at your school. Plan accordingly and make sure you allow enough time prior to school payment deadlines

The following is a list of steps you should complete each time you submit a scholarship check request to the Foundation:

Step 1: Scholarship Request Form

- € Make sure you complete the ***entire*** form, including school address and advisor's signature
- € Attach the following documents:
 - Billing Statement from School
 - Financial Aid Award Letter
 - Previous semester grades
 - Proof of Current Registration, including Class Schedule

****Requests will not be processed without all of the requested information above****

Step 2: Submit Your Request

- € Scan and Email the documents to: scholarship@ihadla.org
OR
- € Fax Scholarship Request form and all the documents to: (213) 572-0179

Step 3: Verification

- € Call the IHADLA offices at (213) 572-0175 to verify that your scholarship request was received
- € Call your school's financial aid office to verify that the check was received

IHADLA will soon have a page of information for Dreamers on its website. Please go to www.ihadla.org, click on "Our Programs" and the subcategory "For Dreamers". You can print scholarship request forms, reprint this checklist, and more!