

## SCHOLARSHIP PROGRAM CHECKLIST

**Before submitting your application, check to make sure you have included all required information and made copies for your records. Please organize documentation for each area together and label/highlight**

✓	Item	Required For:		Completed
		First Application	Renewal	
<b>Application</b>				
	Completed, signed, and dated Application Form	Yes	Yes	
	Student Agreement Form	Yes	Yes	
	Completed Essay (Typed or Handwritten)	Yes	No	
<b>Statement of Good Moral Conduct</b>				
	Statement form BWHES Administrator	Yes	Yes	
	Statement from a reputable person in the community	Yes	Yes	
<b>Report Card</b>				
	End of Year Report Card	Yes	Yes	
	Grades of each period	No	Yes	
<b>Other Requirements</b>				
	Statement of Participation in Tutorial Program	Yes	Yes	
	Attendance Record	Yes	Yes	
	One Passport Size Photo	Yes	Yes	

**Do Submit** a clear legible copy of Report Card and all required documents no later than May 31st.

**Do** provide written documentation.

**Do** keep the original copy of all items sent to the Scholarship Program.

**Submit application and all supporting documentation to:**

[academic-scholarship@bwharrisalumniusa.org](mailto:academic-scholarship@bwharrisalumniusa.org)