

The Brumley-GRAD Scholarship Forms Review Sheet

- **New Brumley-GRAD Scholar Profile Form**
 - A form requesting directory information and school information for all newly inducted Brumley-GRAD Scholars. Scholars unsure of which college, university they are attending and/or their intended major may mark “Undecided” in these areas, as this form can be updated and resubmitted to the GRAD Office.
- **Returning Brumley-GRAD Scholar Profile Form**
 - A form requesting directory information and school information for all returning Brumley-GRAD Scholars. This form is to be updated any time a Scholar changes his or address, contact information, transfers to a different college/university, etc.
- **Brumley-GRAD Scholar Policies and Procedures**
 - Outlines the guidelines for maintaining the Brumley-GRAD Scholarship. Allows students to become familiar with the policies and to pay close attention to the stipulations and deadlines. An eligibility and deadline guide accompanies the *Policies and Procedures*. Scholars must read this document as well as sign and return the *Acknowledgement of Receipt of Scholarship Policies* which is the last page of the *Policy and Procedures* by the deadline stated in the *Policies*.
- **Brumley-GRAD Scholarship Academic Calendar**
 - A calendar outlining important scholarship dates by academic term. Academic calendars reflect relevant dates which lie between Fall and Summer terms of any given academic year.
- **Scholarship Appeal Form**
 - The official form to request reinstatement of the Brumley-GRAD Scholarship. This form is used after a Brumley-GRAD Scholar has been informed by the Project GRAD Atlanta Scholarship Appeal Committee that he or she has not met at least one mandate outlined in the *Policies and Procedures*.
- **Administrative Deferment Form**
 - A form to request a deferment of a scholarship disbursement to a higher educational institution at any given point. This form is relevant to Brumley-GRAD Scholars who are not planning to attend college the fall academic term immediately following their graduating from high school or if they have temporarily withdrawn from school. (*Refer to the Policy to learn how this form is used in other instances, stipulations for using the form, as well as to learn more about the military clause*).
- **FERPA Release Form**
 - The *Federal Educational Rights and Privacy Act* (FERPA) forbids Project GRAD Atlanta from disclosing any Scholar information to a third party, without that Scholar’s permission if the Scholar is a legal adult. This form informs the Project GRAD Atlanta staff that a Scholar has given the listed person(s) access to his or her educational record and/or other information.
- **Submission Forms**
 - Forms that serve as the cover sheet for all scholarship–related information submitted to the GRAD office via fax, mail, and in-person. Forms must be completed thoroughly.