

OAKWOOD UNIVERSITY

OFFICE OF FINANCIAL AID



ALABAMA STUDENT GRANT APPLICATION

DEADLINES: FA17 - August 1 – Sept. 15, 2018 /SP18 – January 1-31, 2019

CHECK ONE: Fall Semester () / Spring Semester ()

Date: _____ Student ID#: _____

Student Name: _____

Check List:

READ the application *carefully* and *completely fill it out*. Make sure **all** required documents are attached to your application. Incomplete applications **will not** be considered for award. Students will not be notified if documents are missing, so PLEASE review before submitting. *No Photocopies will be made in the office.*

- () Completely filled and signed application – **Required**
- () Enrolled at least six (6) hours: _____ - **Required**
- () Have a minimum GPA of 2.00: _____ - **Required**
- () Have five (5) proofs of residency from the Approved List – **Required**
for First-time Applicants
- () 2017 Alabama Tax Return and W-2s – **Required for Returning Applicants**

FOR OFFICE USE ONLY:

Date Received:		Application Complete:		Application Incomplete:	
Hours Enrolled:		GPA:		Balance:	
Amount Awarded:		Date Reviewed:		Reviewed By:	

**** RETURN APPLICATION AND ATTACHED DOCUMENTS TO THE OFFICE OF FINANCIAL AID. ****

By Fax: (256) 726-7474 or Email: finaid@oakwood.edu

ALABAMA STATE GRANT CRITERIA

2018-2019

FIRST-TIME APPLICANTS

1. Must be a resident in the state of Alabama for a period of no less than twelve (12) months proceeding the date of application.
2. Must be enrolled in school for at least six (6) hours.
3. Must have a minimum cumulative GPA of 2.00
4. Complete the application and return it to the Oakwood College Office of Financial Aid along with five (5) proofs of residency from the approved list.

NOTE: Religion and Theology majors are not eligible to apply as governed by state regulations.

RETURNING APPLICANTS

Students who received a state grant award during the 2017-2018 school year will need to submit a 2017 Alabama state tax return and your 2017 W-2s with the completed application. This information will be used to update your 2018-2019 file.

NOTED INFORMATION

1. To be considered for a 2018-2019 award, this information must be dated and received in the Office of Financial Aid between **August 1- Sept. 15, 2018.**
2. First-time applicants for Spring 2019 must submit information between **January 1- 31, 2019.**
3. Applications for Spring 2019 will not be accepted during the Fall semester.
4. All materials must be turned in with the completed application. **Incomplete applications will not be accepted or considered. STUDENTS WILL NOT BE CONTACTED IF APPLICATION IS INCOMPLETE.**
5. Students enrolled for and/or completed 6 – 11 hours will receive half of the regular disbursement.

If additional information is needed, feel free to contact the Scholarship/Grant Coordinator in the Office of Financial Aid @ (256) 726-7210.

DESCRIPTION LIST OF ACCEPTABLE PROOFS TO DECLARE
ALABAMA RESIDENCY
ALL ITEMS CAN BE EITHER THE STUDENT'S **AND/OR** THE PARENT'S

Student's Name: _____ Date: _____

Instructions: Check ALL items below submitted and attach to your application.

1. ☐ **ALABAMA DRIVER'S LICENSE**
Issue date must be a minimum of twelve (12) months prior to the date of application.
2. ☐ **PROOF OF RESIDENCY**
Must be a letter from your landlord on company letterhead or a copy of your lease. Either document must verify current occupancy for twelve (12) months prior to the date of application.
3. ☐ **PROOF OF OWNERSHIP OR REAL ESTATE PROPERTY**
Copy of your mortgage deed dated a minimum of (12) months prior to the date of application.
4. ☐ **PROOF OF PAYMENT TO UTILITY COMPANY**
Must have verification on *company letterhead* stating when you began service until present.
5. ☐ **PROOF OF EMPLOYMENT**
Must be a letter from your employer (H.R. Dept. or supervisor) on company letterhead verifying full-time employment. Verification must indicate a minimum of twelve (12) months.
6. ☐ **ALABAMA STATE TAX RETURNS**
Evidence of payment of income tax to the state of Alabama for the preceding fiscal year. Dependents must provide copy of parent's returns. **Federal tax returns will not be accepted.**
7. ☐ **VOTER'S REGISTRATION CARD**
The issue date must be a minimum of twelve months prior to the date of application.
8. ☐ **HIGH SCHOOL DIPLOMA**
A copy of your Alabama high school diploma or G.E.D. certificate.
9. ☐ **LETTER FROM CHURCH PASTOR**
Verification must come from pastor or church official stating when you started attending service regularly. Letter must be signed and on church letterhead.
10. ☐ **CAR REGISTRATION**
Registration must be dated a minimum of one (1) year prior to the present year or date of application, along with registration.
11. ☐ **FISHING/HUNTING LICENSE**
The issue date must be a minimum of twelve months prior to the date of application.

NOTE: Documents outside of this list (items 1-11) are not acceptable and will be denied.

ALABAMA STUDENT GRANT PROGRAM

GENERAL INFORMATION

The Alabama Student Grant Program is a state student assistance program established August 4, 1978 by the Legislature of the State of Alabama and designed to provide financial assistance to residents of the State of Alabama for undergraduate non-sectarian, secular education at independent, non-profit, postsecondary institutions of higher learning located within the State of Alabama.

STUDENT ELIGIBILITY REQUIREMENTS

To be eligible for an Alabama Student Grant Program award the student must:

- (1) Have obtained a certificate of graduation from a secondary school or the recognized equivalence of such graduation;
- (2) Be classified as an undergraduate student;
- (3) Be an Alabama resident as defined in Alabama Student Grant Program Act 90;
- (4) Be a citizen of the United States or in the process of becoming a citizen of the United States;
- (5) Be enrolled as a full-time or half-time student in an eligible program in an approved institution;
- (6) Be making satisfactory academic progress; and,
- (7) Not be enrolled and not intend to enroll in a course of study leading to an undergraduate degree in theology, divinity, or other field of preparation for a religious vocation.

USE OF SOCIAL SECURITY NUMBER

SECTION 7 (b) of the Privacy Act of 1974 (5 U.S.C. 522a) requires that when any Federal, State, or local government agency requests an individual to disclose his/her social security account number, that individual must also be advised whether that disclosure is mandatory or voluntary, by what statutory or other authority the number is solicited, and what uses will be made of it.

Accordingly, applicants are advised that disclosure of their social security account number (SSAN) is required as a condition for participation in the Alabama Student Grant Program, in view of the practical administrative difficulties which the Program would encounter in maintaining adequate program records without the continued use of the SSAN.

The SSAN will be used to verify the identity of the applicant and as an account number (identifier) throughout the life of the grant in order to record necessary data accurately. As an identifier, the SSAN is used in such Program activities as: determining Program eligibility, certifying school attendance, making and verifying grant payments, and maintaining records of grant payments.

Authority for requiring the disclosure of an applicant's SSAN is in section 7 (a) (2) of the Privacy Act, which provides that an agency may require disclosure of an individual's SSAN as a condition for the granting of a right, benefit, or privilege provided by law.

THIS APPLICATION MUST BE COMPLETED AND RECEIVED BY THE INSTITUTION'S STUDENT FINANCIAL AID OFFICE ON OR BEFORE THE DEADLINE OF **SEPTEMBER 15, 2018** IN ORDER TO RECEIVE CONSIDERATION FOR FALL TERM 2018. THE FOLLOWING DATES ARE APPLICATION DEADLINES FOR OTHER TERMS: WINTER QUARTER — JANUARY 15, SPRING SEMESTER — FEBRUARY 15, AND SPRING QUARTER — APRIL 15, 2019.

WARNING

ANY PERSON WHO KNOWINGLY MAKES A FALSE STATEMENT OR A MISREPRESENTATION FOR THE PURPOSE OF WRONGFULLY OBTAINING A GRANT HEREUNDER SHALL BE GUILTY OF A MISDEMEANOR AND, UPON CONVICTION THEREOF, BE PUNISHED AS BY LAW PROVIDED FOR A MISDEMEANOR.

NOTE: FIVE (5) PROOFS OF ALABAMA RESIDENCY ARE REQUIRED

ALABAMA STUDENT GRANT PROGRAM

2018-2019 STUDENT APPLICATION

1. Social Security Number _____ 2. Name _____
3. Birth Date _____ 4. Business Phone _____ 5. Home Phone _____
6. Mailing Address _____
7. College or University attending or planning to attend in 2018-2019 _____
8. Field of Study for 2018-2019 _____ 9. Student Number (if known) _____
10. Are you enrolled or accepted for enrollment as at least a half-time student in a program of at least 6 months duration? ☐ Yes ☐ No
11. Will you be enrolled in a course of study leading to a degree in theology, divinity, or other field of preparation for a religious vocation? ☐ Yes ☐ No
12. Are you a high school graduate, or have you obtained the recognized equivalence? ☐ Yes ☐ No
13. Are you a citizen of the U.S. or in the process of becoming a citizen of the U.S.? ☐ Yes ☐ No
14. Have you been a resident of the State of Alabama for the last 12 months? ☐ Yes ☐ No
15. Have you previously received a bachelor's degree or its equivalence? ☐ Yes ☐ No

INSTITUTIONAL DATE STAMP

SECTION I: If you did not receive an Alabama Student Grant Program payment during 2017-2018, go to SECTION II.

If you did receive an Alabama Student Grant Program payment during 2017-2018, check **one** of the boxes below.

- ☐ All of the information provided on my 2017-2018 Alabama Student Grant Program application and submitted to the college or university designated in item 7 is unchanged and correct.
- ☐ All or part of the information provided on my 2017-2018 Alabama Student Grant Program application is now incorrect. Therefore, I am providing the information requested in SECTION II.

SECTION II: This Section must be completed by all applicants who did not receive Alabama Student Grant Program payments in 2017-2018 or who must change or correct information submitted on their 2017-2018 application.

1. Residence – Student

I hereby affirm that I have had my habitation and permanent residence in the State of Alabama for the twelve (12) months immediately preceding the date of this application.

Address _____
Number and Street

City _____ State _____ Zip Code _____

2. Voter Registration – Student

I hereby certify that I am a registered voter in _____
County State

3. Residence – Parent

I hereby certify that this address is my legal residence: _____
Number and Street

City _____ State _____ Zip Code _____

Parent's or Guardian's Signature _____

4. Voter Registration – Parent

I hereby certify that I am a registered voter in _____
County State

Parent's or Guardian's Signature _____

5. Driver's License: Attached is a photocopy of the student's or parent's valid Alabama driver's license. ☐ Yes ☐ No

6. Other Evidence of Bona Fide Alabama Residency:

If any of the five (5) requirements in SECTION II above do not verify Alabama residency, one or more of the following must be submitted as support for the claim of Alabama residency.

- _____ Attached is evidence of full-time employment within Alabama of the applicant or parent of the preceding 12 months, or
- _____ Attached is evidence of payment of income tax to the State of Alabama by the applicant or parent for the preceding calendar year, or
- _____ Attached is evidence of home ownership or ownership of other real property in Alabama by the applicant or parent, or
- _____ Attached is evidence of the applicant's graduation from an Alabama secondary school, or its equivalence, within the last 12 months, or
- _____ Attached is other evidence that an Alabama domicile has been established and maintained for the previous 12 months.
- (Specify) _____

SECTION III: I have read and understand the student eligibility requirements of this grant from the Alabama Student Grant Program. I certify that I am eligible under the conditions stated and affirm that the proceeds of this grant, as authorized by Act 90 of the Second Special Session of the Alabama Legislature 1978, will be used solely for nonsectarian, secular educational expenses related to attendance at an independent, nonprofit, postsecondary educational institution in Alabama.

I CERTIFY THAT THE INFORMATION CONTAINED IN THIS APPLICATION, INCLUDING ATTACHMENTS, IS CURRENT AND COMPLETE. I AGREE THAT THE INSTITUTION AND THE ALABAMA COMMISSION ON HIGHER EDUCATION HAVE MY PERMISSION TO VERIFY IT.

Signature of Student _____

Date _____