
FOUNDATION SCHOLARSHIP EXCEPTION REQUEST (11/18/2016)

Complete this form and return it to the Lane Community College Foundation by email: scholarships@lanecc.foundation.org, or deliver it to the Foundation Office in Building 19, Room 270.

Foundation Scholarships are disbursed beginning the second Thursday of each term and, in most cases, disbursement occurs every Thursday thereafter, as awards become ready for payment. You should complete this form if you have been awarded a scholarship through Lane's Foundation and your award has not been disbursed by this time.

Your scholarship exception request will be reviewed, and the Foundation will contact you if they require additional information. If your request is approved, you will see your scholarship disbursement in your MyLane account. It may take one to two weeks for this disbursement to appear in your account.

1. Personal Information

Name:

Student L#:

Email Address:

Phone #:

Date of your request:

2. Which statement best describes the reason for your request.

- I am enrolled for fewer credits than the scholarship requires.
- My GPA is lower than the scholarship requirement.
- I will be receiving my degree/certificate before the academic year ends in June.
- I have a hold on my account preventing the scholarship from paying.
- I have been accepted into the nursing program and am taking less than 12 credits.
- Other.

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3. Explain the circumstances that prevent you from meeting your scholarship requirements.

4. If applicable, what steps do you plan to take to make sure you meet your scholarship requirements in the future?

NOTE: We prefer to have students fill out the actual Scholarship Exception Request Form. However, we will consider a Scholarship Exception Request that is sent via email. The body of your email must include all of the information requested in items 1-4, and must be answered in the same order as the form. Emails should be sent to scholarships@laneccfoundation.org.