



**JANICE M. SCOTT MEMORIAL SCHOLARSHIP FUND  
CHECKLIST**



- 1. Is the application signed by the applicant?.....**\_\_\_\_\_
- 2. Is the application also signed by a parent or legal.....**\_\_\_\_\_ **guardian if the applicant is under the age of 18?**
- 3. Did the applicant include a complete copy of his.....**\_\_\_\_\_ **or her Student Aid Report (approximately four pages) from the Department of Education, FAFSA (Approximately seven to eight pages) submission to the Department of Education, or Parent's Federal Income Tax Return (front and back only of the IRS Form 1040 or IRS Form 1040 EZ)?**
- 4. Does the scholarship packet include an official.....**\_\_\_\_\_ **copy of the applicant's high school transcript?**
- 5. Does the scholarship packet include an essay?.....**\_\_\_\_\_
- 6. Does the scholarship packet include a picture in color.....**\_\_\_\_\_ **of the applicant (see criteria sheet)?**