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ASHA Scholarship Application Checklist

The purpose of this checklist is to assist the applicant in the preparation of the scholarship application and to enable the ASHA Program Administrator to confirm that all required components of the application are received in the ASHA office by the April 30 deadline. If the application is not completed by the deadline, it will not be forwarded to the ASHA Scholarship Committee for review. Please initial once you have completed the numbered requirements and return with your application. Thank you.

- ___1) The most current form of the scholarship application has been used.
- ___2) The following information must be included: name, address, telephone number, date of birth, social security number, ASHA membership number, and number of years as a member.
- ___3) Schools attended beyond grade school are listed, beginning with the most recent school attended.
- ___4) High school grade point average is listed and transcripts are attached.
- ___5) A summary sheet from the high school is included, clearly communicating the academic scoring and/or grading scale used at that school.
- ___6) Scores from the ACT and/or SAT are listed with actual test results attached for verification. *If the college or university that the applicant will be attending does not require ACT or SAT scores for admission, and the applicant has not taken either test, those special circumstances must be explained in writing.
- ___7) If the applicant has attended college, college grade point average is listed and college transcripts are attached.
- ___8) **1040 tax forms for the previous year are included. Documented evidence of both parents' annual income is included, even in cases of divorce.**
- ___9) All blanks in the Financial Information section of the application are completed: name and address of father and mother, number of children/dependents, all financial aid received or anticipated.
- ___10) An essay written by the applicant is included, addressing all topics listed in the Essay section of the application.
- ___11) A separate list of scholastic, ASHA, and community activities is included.
- ___12) Applicant's signature and date signed is completed.
- ___13) The name, address and phone numbers of at least two references are included on the References section of the application, according to the recommended guidelines.
- ___14) A photo suitable for publication of the applicant is enclosed.

Office Use:

- ___15) At least two letters of reference are received by the ASHA office by the April 30 deadline. (Faxed letters are discouraged.)