

**DeForest High School
Scholarship Planning Sheet**

Planning to offer a scholarship? Use this guide to help you make decisions.

Contact Name: _____

Address: _____

Phone Number: _____ E-mail: _____

Name of Scholarship: _____
(e.g. "John Doe Memorial Scholarship," or "DeForest Service Group Scholarship")

Scholarship \$ Amount: _____

Criteria for Selection (choose any or all that apply):

- _____ 1. G.P.A. or class rank must be _____ (fill in the blank)
- _____ 2. Attending a certain type of school? 2-year or 4-year degree?
- _____ 3. Certain area of study or major? _____ (list)
- _____ 4. Activities or membership in certain sports, clubs, groups?
_____ (list)
- _____ 5. Other criteria? _____ (list)

- Selection Process:**
- _____ You will provide an application form and will make the selection.
 - _____ Your scholarship will be added to the Local Scholarship Application form and the selection will be made by a committee at the high school.

- Distribution of Funds:**
- _____ Check will be sent to DeForest High School and will be given with the award.
 - _____ Check will be sent to student upon verification of enrollment or completion of first semester.
 - _____ Other – please specify _____

- Awards Night – usually the fourth Wednesday of May (7:00 p.m.):**
- _____ Have a representative from DAHS present the award.
 - _____ You will have a representative attend the awards ceremony to present the award. Please indicate name of representative: _____

*Please return completed form to: Guidance Department, DeForest Area High School, 815 Jefferson Street, DeForest, WI 53532. Questions? Call (608) 842-6625. Recommended deadline is **March 15** of each school year.*