

# Otha Grimes Scholarship Application Tips

- **Where to locate the scholarship form:** <http://www.nwtech.edu>
  - Choose **Student Services** from the menu bar at the top
  - Choose **Financial Aid and Tuition** from the dropdown list
  - Click on **Otha Grimes Scholarship** to expand the section and locate the fillable application
  
- **Applications must be TYPED**  
The **Career Center** is a great resource for assistance in completing the application.
  
- **What to list for eligible EDUCATIONAL EXPENSES:**
  - Mileage/travel, fuel, childcare, uniforms, books, school supplies, tuition and fees\*  
**\*If Pell or another agency paid for your tuition and fees, then you CANNOT list them**
  - You must list expenses **EQUAL** to or greater than the amount of scholarship funds you are requesting. You must also be able to document the educational expenses that you list. (example: a receipt or a mileage statement completed in the Central Office at either campus)
  - **NOT ALLOWED:** Other expenses like clothing, food, rent, or utilities **are not allowed** and should not be listed. **DO NOT** list tuition & fees if they are paid for by your PELL.
  
- **What to list for FINANCIAL SUPPORT:**
  - PELL you will receive for the pay period/semester after your tuition and fees have been paid
  - Any other scholarships, VA benefits, or WIOA that you will receive for the semester
  
- **What to list for the total amount of scholarship FUNDS YOU ARE REQUESTING:**
  - Request up to \$250 if you are a half-time student
  - Request up to \$500 if you are a full-time student

## Otha Grimes Scholarship Checklist

- Did you TYPE the scholarship application?**
- Did you COMPLETE every line on the application?**
- Did you list only ELIGIBLE items for educational expenses?**  
Mileage, fuel, childcare, uniforms, books, school supplies, tuition and fees that were NOT paid for by PELL
- Did you REQUEST the correct amount of funds?**  
Up to \$250 for a half-time student and up to \$500 for a full-time student
- Did you list expenses EQUAL to or greater than the funds you are requesting?**
- Did you SIGN the application?**

**Completed applications should be turned into  
the Financial Aid or Counselor's Office**