

External/Private Donor Form

This form is meant to provide our institution with information regarding award checks received from external/private donors.

1. Student, send this form to your donor.
2. Donor, this form must be included with submission of funds.



Student Name: _____ PFW Student ID: _____

If you do not attend for the semester(s) indicated on this form, it is your responsibility to inform the Office of Financial Aid to have your award returned to the donor as promptly as possible. Otherwise, funds will be reviewed/returned after an evaluation of no enrolled hours by the end of the fourth week of classes.

DONOR INFORMATION

Donor Name _____

Donor Address _____

City, State, Zip _____

Phone Number (_____) _____ - _____ Email _____

AWARD INFORMATION

This award is for the academic year: 20____ - 20____

Value of Scholarship/Award/Prize \$ _____

Funds should apply to: Fall Spring Summer

Pays to: *Unrestricted funds* aid is refundable to student after charges have been assessed

*Restricted funds** limited to Tuition & Fees **OR** limited to Tuition/Fees/Housing+

*These funds pay for university charges only. Overpayment will be returned to donor.

+Restricted to on-campus housing charges only.

Note: If a student withdraws after the full refund period, award funds may be returned at the donor's discretion. The process for returning awards can take up to a month.

Check this box if you (donor) would like funds returned should the student withdrawal: YES NO

Please make your check payable to: **Purdue University Fort Wayne**

Mail checks with this form and other documentation to:

**Purdue Fort Wayne Office of Financial Aid
2101 E. Coliseum Blvd
Fort Wayne, IN 46805**