DESIGNATION OF UNIVERSITY OF MAINE SCHOLARSHIP
ACADEMIC YEAR 2009-2010

* **Complete this form to award your department's SCHOLARSHIP funds for the academic year.**
* **If the award is evenly divided between the fall and spring semesters, simply enter the total award under the "total" column.**
* **If the award has any other distribution, enter the exact dollar amount for each term in which payment is requested. Use the PS code for the term (e.g. 1010,1020,1030)**
* **Summer awards charged to FY09(2008-09) must be in this office by June 22, 2009; after that date summer awards will be charged to your FY10(2009-10) scholarship budget.**
* **Funds disbursed to students through Financial Aid are charged to the PS account 55100 within the PS program code.**

NOTE: Please use the "UMaine Departmental Award/Credit Reporting Form" when using department funds (non-scholarship) to credit a student's account. Payment of tuition credits related to a graduate teaching or research assistantship or payment of graduate health insurance related to an assistantship are processed directly through the Graduate School on a Graduate Assistant and Appointment Authorization Form.

Scholarship Account Title: _____

Progam Code: _____ **Account: 55100**

Student Name and MaineStreet ID #	Term	Fall	Term	Spring	Term	Summer	Total

Department: _____ **Phone Number** _____

Name and Title: _____

Signed: _____ **Dated:** _____

Return to: Office of Student Financial Aid, Wingate Hall

If you have any questions, please call MaryAnn Portmann at 581-3092 or 581-1324. Fax: 581-3261