



## SCHOLARSHIP APPLICATION CHECKLIST

- **Application and Deadline:** Not all Mercy College scholarships require completion of an application. For those that do, please access the application via the scholarship link below. Be sure to complete your application by the **February 28<sup>th</sup> deadline** and have the person providing a letter of recommendation on your behalf send directly to the Financial Aid Department before the scholarship deadline.
  
- **Professional Reference:** At least one reference is required with your application, two for Undergraduate Nursing Students. Letters of recommendation should be sent directly to the Financial Aid Department by the person providing the recommendation and should not be given directly to the student. Letters must be received by February 28<sup>th</sup>. If sending letter of recommendation by email, please use your company email and send to [FinancialAid@MercyCollege.edu](mailto:FinancialAid@MercyCollege.edu) Subject Line: Scholarship Reference for (Student's Name). It is highly recommended that you request your reference letters as early as possible as your reference may not be able to meet the deadline submit a recommendation due to other commitments. Additional notes below:
  - ***Graduating High School Students***
    - Reference should be from a teacher, counselor, or other administrator describing the applicant's involvement character, conduct and reason you believe the applicant should receive a scholarship.
  - ***Undergraduate Nursing Students***
    - Provide full name of the student/applicant and describe the clinical course student completed (e.g., NUR 120 clinical).
    - Provide Mercy College clinical instructor credentials, including location where student completed the clinical.
  
- **Free Application for Federal Student Aid (FAFSA):** To be considered for other types of aid, such as federal grants and loans, state scholarships, and student employment, please visit [www.FAFSA.gov](http://www.FAFSA.gov) to complete your FAFSA. Mercy College School Code is: 030970.

If you have questions or need assistance, please contact the Financial Aid Department via email at: [FinancialAid@MercyCollege.edu](mailto:FinancialAid@MercyCollege.edu)

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