

Jamie Bax Memorial Scholarship Application Documentation Checklist

- 1) The application and all listed submission materials must be included for the application to be reviewed. If there are items that are not relevant to you, please write **N/A** on the line.
- 2) Please verify that **ALL** sections of the application are filled out.
- 3) Please **redact** any **social security numbers** from your **documents** before sending them.
- 4) Incomplete or late applications will **NOT** be considered.
- 5) Your parent or legal guardian must also sign if you are under the age of 18.
- 6) Please verify that you have submitted **ALL** of the following documentation when submitting your application:
 - a) Scholarship Application.
 - b) Cystic Fibrosis Diagnoses Confirmation Letter. (*This may be combined with the "Letter of Recommendation from a Healthcare Team Member" noted below.*)
 - c) U.S. Citizenship Documentation. (*This document may be provided in either a .jpg or .pdf format.*)
 - d) Acceptance Letter to or an Enrollment Confirmation in an accredited junior college, college, university, or trade school located in the United States.
 - e) High School or College Transcript.
 - f) Photo of the applicant for identification purposes and potentially the website.
 - g) Letter of Recommendation from a Healthcare Team Member. (*This may be combined with the "Cystic Fibrosis Diagnoses Confirmation Letter" noted above.*)
 - h) Letter of Recommendation from a School Official.
 - i) Letter of Recommendation from a Community Member.
 - j) Applicant Essay.
- 6) All materials must be sent in **.PDF** format only. No MS Word docs, Google docs, etc. No photos of the materials - .JPGs, .PNGs, etc.
- 7) The photo submitted must be sent in a **.JPG** or **.PNG** format only – **PLEASE NO .PDFs**. (*Do not send photos that have a photographer's watermark on them. These are copyrighted by the photographer and cannot be used.*)
- 8) Please submit all documents as **individual documents** and **not** one large pdf file.
- 9) **Before submitting your documents, please verify that all documents are legible and the letters of recommendation have their contact information listed on their respective letters.**