



# 2023-2024 NON-UNIVERSITY AWARD NOTIFICATION LETTER

Office of Student Financial Aid  
P.O. Box 9031  
Virginia State University, VA 23806  
Fax: (804) 524-6818 Email: [finaid@vsu.edu](mailto:finaid@vsu.edu)

Student's Name: \_\_\_\_\_ V#: \_\_\_\_\_

Non-University awards include all scholarships and grants that are awarded by agencies other than the Office of Student Financial Aid. Examples would include: Churches, High Schools, Civic Clubs or Fraternities/Sororities, National Merit, National Achievement, ROTC, Chapter 33, etc.

I (the student) have been awarded the following Non-University award(s):

PLEASE NOTE: DO NOT LIST AWARDS THAT HAVE BEEN OFFERED TO YOU ON YOUR 2023-2024 VSU FINANCIAL AID OFFER.

<u>AWARDING SPONSOR (S)</u>	<u>COMPLETE MAILING ADDRESS</u>	<u>AMOUNT</u>
1. _____	_____	\$ _____
2. _____	_____	\$ _____
3. _____	_____	\$ _____

**Note:** It is the student's responsibility to request verification of enrollment from the VSU Registrar's Office and provide it to the scholarship donor if required. Please contact the Registrar's Office at (804) 524-5275 (Gandy Hall) or P.O. Box 9217, Petersburg, VA 23806 ([Registrar\\_Email@vsu.edu](mailto:Registrar_Email@vsu.edu)).

Please inform the awarding agency to make the check(s) payable to Virginia State University and forward to:

**VIRGINIA STATE UNIVERSITY  
OFFICE OF STUDENT FINANCIAL AID  
P.O. BOX 9031  
PETERSBURG, VA 23806  
ATTENTION: SCHOLARSHIP COORDINATOR**

Receiving a Non-University award **may** reduce the amount of financial aid that you have been awarded by Virginia State University. However, failure to notify the Office of Student Financial Aid of a Non-University award may also result in a cancellation of other previously received financial aid. You are responsible for immediate payment of the balance created as a result of the cancellation.

Please return this form to the Office of Student Financial Aid as soon as you are notified of a Non-University award. **In addition, please attach a copy of the 2023-2024 Scholarship Letter received from the Donor of the scholarship.** You may photocopy this form as needed.