

# Vermont Retail & Grocers Association Scholarship Application Checklist

Dear Student,

The VRGA Scholarship Committee reviews **ONLY** applications that are **100% complete** and have **all requested** supporting materials attached. Your application will **NOT** be considered if any items are missing, areas on the application are left blank, or the application is submitted after **April 22, 2022**.

The following is a checklist of all the information required.

Please retain this as your guide.

**Before emailing your Scholarship application have you:**

- \_\_\_ Completed **ALL** areas on the application.
- \_\_\_ Emailed a copy of your Student Aid Report (SAR) from FAFSA application (*the page that shows the EFC amount—Estimated Family Contribution*)
- \_\_\_ Emailed a copy of your financial aid letter from the college you plan to attend. Cost of tuition, room and board, books, and lab fees.
- \_\_\_ Entered your SAT/ACT Scores
- \_\_\_ *Emailed a copy of your high school transcripts*
- \_\_\_ *Signed the application*
- \_\_\_ *Sent a photo (senior picture or headshot) with a photo release*
- \_\_\_ *Emailed a recommendation from your current employer. If not employed, two recommendations from other adults (i.e. mentor, coach, community service supervisor, etc.) are required.*
- \_\_\_ Upload an outside recommendation (i.e. teacher, guidance counselor, coach, etc.)

**IMPORTANT:** *You may only submit one school for consideration. If you change schools and have been awarded a scholarship, your application will be reviewed for eligibility.*

**IT IS THE STUDENT'S RESPONSIBILITY** to follow up with the VRGA office prior to the **April 22nd** deadline to confirm all necessary materials and application have been received. It is recommended all supporting materials and application be emailed or mailed together whenever possible to avoid missing items.

**Supporting documents should be mailed to:**

VRGA  
963 Paine Turnpike N  
Berlin, VT  
05602

**Or emailed to:**

info@vtrga.org