



## FORT BLISS SPOUSES' ASSOCIATION (FBSA)

### SCHOLARSHIP APPLICATION CHECKLIST

Please ensure the following are included in your application packet. Your initials, placed in the space provided next to each item, serve as acknowledgment that the necessary items are included. Failure to include required documentation as described below will result in application disqualification.

\_\_\_\_\_ Member of FBSA (apply at <https://thefbsa.org/>).

\_\_\_\_\_ A verification letter of eligibility from the applicable source as outlined in the application.

\_\_\_\_\_ If you are a child or spouse of a GS civilian employee, submit a copy of your valid, government issued ID (such as a driver's license) in addition to the verification letter.

\_\_\_\_\_ High school or college/university transcripts. Transcripts are accepted with the application packet in a sealed envelope from the university, or directly from a Registrar's Office, so long as it meets the application deadline. If your high school no longer has your transcripts, you may submit a letter from the school (on their letterhead) confirming they no longer retain your transcripts. For college transcripts, only official transcripts will be accepted.

\_\_\_\_\_ Completed scholarship application (9 pages including the essay).

\_\_\_\_\_ Completed volunteer verification (any member of the organization may validate volunteer hours).

\_\_\_\_\_ Two sealed letters of recommendation completed by persons not related to the applicant. These letters must be sealed by the recommender and NOT the applicant. Letters can be mailed directly to the FBSA or if handed to the applicant, the recommender must sign over the seal to demonstrate authenticity.

\_\_\_\_\_ Completed and signed application checklist (this form).

\_\_\_\_\_  
Applicants initials

\_\_\_\_\_  
Applicants signature and date