**Nancy Neubeck Memorial Scholarship**

**Northern Arizona University   
Facility Services**

**FREQUENTLY ASKED QUESTIONS**

1. **What is the amount of the scholarship award?**

The amount varies from year to year because it is funded by an endowment. The committee reserves the right to determine how many scholarships will be awarded from that fund.

1. **What if I am unable to complete a class, will I still be eligible?**

If there are circumstances beyond your control, such as a class being cancelled, you may still be eligible for the Spring Semester. Eligibility for continuation regarding other types of withdrawals will be determined on a case by case basis.

1. **When is the application deadline?**

Download the application each year to see the deadline. The completed application packet must be either emailed or faxed by 11:59 pm, local time on the deadline date (*See the application for deadline)*, 2013 or postmarked **no less than 3 days prior to the deadline**. E-mailed and faxed application packets will be accepted. Complete application packets can also be hand delivered to NAU Facility Services Building 77, office 101, by 4:00 pm on the deadline date.

1. **When do I need to submit my Free Application for Federal Student Aid?**

This needs to be done ASAP. The best time is immediately after you have prepared your (or parents) Income Taxes. Once you have submitted the appropriate forms, the Student Aid Report (SAR) can take 10- 15 days, and it must be part of your application packet.

1. **Who can write my letter of reference?**

This letter must be written by a professional person who knows your academic skills and abilities to be successful in higher education, as well as your leadership and community service activities. The letter should be written by a school advisor, counselor, teacher, other Higher Education staff person, employer, clergy, etc. Letters from family or friends will not be accepted.

1. **Is Section 2 different from the essay?**

Yes, this is where you would provide any information on your personal activities. Please do not limit to those listed. Those are suggestions – add any pertinent information.

1. **Can I apply if I am going to graduate school?**

No, this scholarship is for full time, undergraduate students only at Northern Arizona University.

**FOR ALL OTHER QUESTIONS PLEASE CONTACT: FS CARE via email at** [**FSCARE@nau.edu**](mailto:FSCARE@nau.edu?subject=Nancy%20Neubeck%20Memorial%20Scholarship)

CARE Web Site <http://nau.edu/Facility-Services/Administrative/CARE/>