



FOLDS of HONOR

Children's Fund Checklist of Qualifications and Required Documentation

Applicant must be:

- enrolled or planning to enroll in an accredited private school OR tutoring institution (must be fully enrolled before accepting a scholarship award offer)
- At least age 5 (by September 1st of calendar year applying in) and enrolled in full-time Kindergarten program.

AND – DEPENDENT OF SERVICE MEMBER (with applicable documentation listed below):

- ✓ **current Military ID** - must provide copy of front and back (must show service member as sponsor) **OR** State-Issued **Birth Certificate** (must list service member as a parent) **AND one of the below, IF APPLICABLE:**

- State-Issued Marriage Certificate (if step-child of service member)
 - Legal adoption papers (if adopted child of the service member)
 - Legal guardianship document (if legal ward of the service member)
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Required Service Member Documentation

- ✓ **DD214/DD1300** - *most current/final* used to verify SM name, branch, rank, years of service, decorations, and character of service; guard or reserves may not reflect most current service (additional upload bar in application may be used for additional military documentation to verify current rank)
- **Classification must be one of the following:**
 - KIA – must provide DD1300
 - Killed in the Line of Duty (includes suicide) – must provide DD1300
 - Deceased with a VA disability rating - post separation (includes accident, illness or suicide) – must provide service member's final VA Benefit Summary Letter (**90% or higher**) **AND** DD214
 - If unable to obtain service member's final VA Benefit Summary Letter, we will accept the service member's Decision Letter or applicant's DEA Benefit Letter that verifies the service member had a service-connected disability at the time of death or immediately preceding (*disability percentage entered in application should be 100%, if none is included on letter*) **OR**
 - Service member's Decision Letter or applicant's DEA Benefit Letter that verifies the service member died due to a service-connected disability (*disability percentage entered should be 100% in application, if none is included on letter*)
 - Disabled with a VA disability rating (90% or higher) – must provide service member's *current year* VA Benefit Summary Letter **AND** DD214
 - Active Duty (MUST have a PURPLE HEART) – must provide service member's current duty orders **AND** Purple Heart documentation. *Only applicable for Higher Education applicants*
- **Supplemental Information** – if applicable to the service member
 - Loss of Limb – must provide medical proof of limb amputation (hand, arm, foot or leg)
 - Purple Heart – must provide official military documentation

- ✓ **VA Benefit Summary Letter** – *current year* (link & step-by-step instructions on Scholarships page for service member to print a letter); must include the service member's combined service-connected evaluation of at least **90% or higher** (we do not use compensation percentage) - used to verify service member's combined service-connected rating percentage.
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Required Private School/Tutoring Company Documentation

- ✓ **Verification of Re-enrollment Letter** (signed and on school letterhead) if student already attending a private school **OR Letter of Intent to Enroll** (signed and on school letterhead) from school for the upcoming academic year

OR

- ✓ **Verification of Re-enrollment Letter** (signed and on tutoring company's letterhead) if student already attending tutoring **OR Letter of Intent to Enroll** (signed and on tutoring company letterhead) from tutoring company for the upcoming academic year

AND

- ✓ **Estimated bill/charges** (i.e. tuition and fees for private school OR tutoring subjects and number of hours) for the student for the upcoming academic year

***Important note for tutoring applicants:** The Folds of Honor Children's Fund Scholarship cannot be used:

- to pay a private individual for tutoring. Services must be provided through an established, licensed tutoring business
- for ACT/SAT prep. The scholarship funds are intended for tutoring in core subjects such as:
 - K-5 math, reading/language arts, social studies and science
 - 6-8 math, English, social studies, and science (can include foreign language);
 - 9-12 math English, social studies, and science (can include foreign language).

Funds are sent in two equal payments to the tutoring institution, not to exceed \$2500 per term (August – December and January – May). A check in with required information must be completed before the second half of funds can be sent.

Terms of Use: If offered an award, the Folds of Honor scholarship must be accepted and additional information provided by a set deadline each year. The restricted scholarship must be used for approved educational purposes such as tuition, *most* fees, required textbooks or approved, required school uniforms. Funds will be sent directly to the educational institution and will not be sent to an individual. Any unused/excess funds are to be returned to Tulsa Community Foundation on Folds of Honor's behalf.

Folds of Honor, with approval from the Board of Directors, reserves the right to change, cancel, or amend this policy as it deems necessary for the benefit of all awardees.