

Checklist to Request a Scholarship Increase

Are you eligible to increase your scholarship to the \$5,000 level?

If you are a current scholarship recipient, you can apply to increase your scholarship from \$2,500 to \$5,000 when you have met ALL of the following criteria:

- You have earned enough credits to reach junior class standing, (at least 90 quarter credits or 60 semester credits);
- You have been accepted into an eligible high-demand major
- You are enrolled at an eligible **four year** college/university, or an eligible community college offering a

Please Complete the Following Steps to Request an Increase to the \$5,000 level:

You have earned enough credits to reach junior class standing, (at least 90 quarter credits or 60 semester credits);
You have been accepted into an eligible high-demand major
You are enrolled at an eligible **four year** college/university, or an eligible community college offering a bachelors' degree in your eligible high-demand major.

Please Complete the Following Steps to Request an Increase to the \$5,000 level:

Submit an official college or university transcript that verifies you have completed the required number of credits, (at least 90 quarter credits or 60 semester credits). Unofficial transcripts will not be accepted.

If you are transferring, please submit an official copy of your transcript from the college you are transferring from *and* an official transcript from the college to which you will be transferring. The college to which you are transferring must show the total number of credits accepted. This should be at least 90 quarter or 60 semester credits.

Your transcript should include all classes that you have taken since you were selected to receive the Washington State Opportunity Scholarship. If you have been receiving funding for two years but have only been attending your current college for one year, please submit the transcript from both your original college AND your current college.

Submit a letter, on letterhead, from your college or university Registrar or the department from which you will receive your degree. A [sample letter](#) is available at www.waopportunitiescholarship.org, and must state:

- The major you are accepted into (not declared*)
- The date you were accepted
- The major CIP code ("CIP" stands for Classification of Instructional Program. Each major has a CIP code and that code defines the major and field of study. Your college official should request the CIP code from your college or university's Registrar's office).

* Please note: We do not accept documents stating that you have *declared* a major. If your college or university does not have a formal acceptance process for your major, the documentation you submit must state that you have been admitted into and are on track to graduate with an eligible high-demand major.

Email all documents to: info@waopportunitiescholarship.org

Or

Mail all documents to:

Washington State Opportunity Scholarship
1414 31st Ave S., Ste. 302
Seattle, WA 98144

You will be notified via email whether or not you have been approved for the increase within a month of receipt of the documents. If approved, you will also be notified which term you will first receive the increased amount.

Washington State Opportunity Scholarship (WSOS) | waopportunitiescholarship.org
The WSOS is administered by Washington STEM | washingtonstem.org