



**BOYS & GIRLS CLUBS
OF BELLEVUE**

Scholarship Application Checklist

Please note that we will only accept and begin to process a completed scholarship application with all the required documents included. Do not submit your application prior to the collection of every required document, we will not hold incomplete application forms nor will documents be collected and stored individually.

Please check the applicable boxes below to acknowledge that you've provided all necessary documents.

- I have provided a completed Scholarship Application, and it has been signed and dated.

- I have provided one of the following “employment verifications” for Parent/Guardian #1:
 - Two (2) most recent paystubs that include the employer’s name, applicants full name, and tax deductions
 - Unemployment benefits award letter that includes benefit amount
 - SSI Disability award letter with benefit amount
 - TANF or Washington State cash benefits award letter that includes the amount awarded
 - Self-Employment documents displaying applicant’s monthly income or a written statement explaining your current financial situation and yearly income

- I have provided one of the following “tax documents” for Parent/Guardian #1:
 - The current tax years W-2
 - The current tax years 1099
 - The first page of a completed tax return for the current tax year
 - A written statement indicating why no tax information is available or has been reported

- I have provided one of the following “employment verifications” for Parent/Guardian #2:
 - Two (2) most recent paystubs that include the employer’s name, applicants full name, and tax deductions
 - Unemployment benefits award letter that includes benefit amount
 - SSI Disability award letter with benefit amount
 - TANF or Washington State cash benefits award letter that includes the amount awarded
 - Self-Employment documents displaying applicant’s monthly income or a written statement explaining your current financial situation and yearly income

- I have provided one of the following “tax documents” for Parent/Guardian #2:
 - The current tax years W-2
 - The current tax years 1099
 - The first page of a completed tax return for the current tax year
 - A written statement indicating why no tax information is available or has been reported

OFFICE USE ONLY	
Scholarship %	_____
Staff Approval	_____
Date:	_____
Exp:	_____



BOYS & GIRLS CLUBS OF BELLEVUE

Scholarship Application

Please submit all requested information to scholarship@bgcbellevue.org or submit it to one of our locations for review.

Please note: a membership or scholarship application does not enroll the child (s) in any of our programs, nor does it reserve space in a BGCB program. You are encouraged to register your child in any of our programs prior to scholarship approval but will be fully financially responsible for any fees accumulated in the event your scholarship is not approved. Late pick-up fees are not covered by scholarship & will be the households sole financial responsibility.

Additionally, please complete the following steps listed to have your scholarship available for your households use once approved:

- Please login to our website at www.bgcbellevue.org & click on “My Account” located at the top of the page, then scroll to the right of the page & select “Create an Account”
- Once your account has been created & you’ve added **all household members**, return to homepage & click “Purchase a Membership”. It is encouraged that you select “Pay at Club” on the payment page when creating the youth membership so that **you do not pay for the youth membership prior to being awarded scholarship**
- Please note the annual youth membership is an **administrative fee not covered by the scholarship** but is required to register for programs.
- Additionally, if your child has one of the following Medicaid insurance’s: **Molina, Amerigroup RealSolutions, Community Health Plan of WA, Coordinated Care, or United Healthcare Community Plan**, their membership fee will be waived. Please provide a picture of their insurance card with your application

Name of Child _____ Age _____ Grade _____

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Program Location (s) of interest _____ # of People in Household _____

Please List ALL Dependent Members of Household & relation (additional children can be listed here): _____

Household Address _____ City _____ State _____ Zip code _____

Household Ethnicity _____

Parent/Guardian #1 _____ Cell Phone _____

Email Address _____ Employer _____

Yearly Income (before taxes withheld) _____

Parent/Guardian #2 _____ Cell Phone _____

Email Address _____ Employer _____

Yearly Income (before taxes withheld) _____

I certify that the above information is correct to the best of my knowledge and is provided to the Boys & Girls Clubs of Bellevue for the purpose of being considered for scholarship to enable my child to attend the Boys & Girls Clubs of Bellevue’s programs. I understand that I am required to provide evidence to verify the above information.

Signature of Parent/Guardian _____ Date _____

Applicant Statement

Applicant(s) Name _____ Date _____

Has the prior year's tax information been provided YES NO

- If No is checked, the statement below is **required**

Please provide a statement explaining why the documents cannot be provided at this time. All information will remain confidential.