

If you are receiving need-based financial aid, external scholarships might cause your award to exceed federal need. In these cases, we are required by federal regulations to either justify additional funding or reduce need-based aid. If you have unusual expenses that would justify the additional funding, please attach an explanation to this notification form.

In the event that we cannot justify additional funding, Concordia's policy is to reduce loans or work study. Keep in mind, however, that total grant assistance cannot exceed comprehensive fees (tuition, fees, housing, and food plans). **Outside scholarships are credited one-half to each semester unless the donor requests in writing that all funds can be credited to either the first or the second semester.**

## Reporting Scholarships

If you receive any external scholarships, it is your responsibility to notify the Financial Aid Office immediately. To report your external scholarships, completed page 2 of this document and send to [finaid@cord.edu](mailto:finaid@cord.edu) or submit to the Concordia College Financial Aid Office. You do not need the scholarship checks in order to submit the reporting form.

## Donor Requests

If the scholarship donors request that the college bill them, you can print a copy of your bill on TouchNet after July 15, 2027.

If scholarship donors request that enrollment or grades be verified, you can print your schedule or your grades from Banner as they become available.

## Concordia Congregational Matching Scholarship

If you are awarded a congregational scholarship by your church, notification of this scholarship must be received by the Financial Aid Office no later than **Aug. 15, 2027**, to be eligible for the matching scholarship. **Even if the scholarship is for second semester, the deadline is still Aug. 15.**

- Concordia will match up to \$500 per year, paid to the student account after the scholarship check is received and processed by Financial Aid.
- **It is not acceptable for parents or other relatives to contribute to the Concordia Congregational Matching Scholarship and to designate their relatives as the recipient. This is a violation of tax law that can jeopardize nonprofit status for both Concordia and the church. Concordia reserves the right to refuse matching funds if the program is used improperly.**
- Congregational scholarships must be drawn on church checking accounts to be eligible for the match.
- Scholarships from organizations outside of the church (for example, Catholic United Financial and Thrivent for Lutherans) do not qualify for matching funds.

## Canadian Scholarship Checks

Please note that checks drawn from Canadian Banks are charged a Canadian exchange when deposited to the bank. This charge will be deducted from the scholarship. To avoid this fee, you may want to check with your donor to see if scholarship funds can be paid in U.S. dollars.

## Student Information

Name \_\_\_\_\_ Concordia ID (9 digit) \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_ Date \_\_\_\_\_

**All scholarships will be split equally between fall and spring semesters unless there is written authorization by the donor to disburse the entire scholarship to fall semester.**

| Name of Scholarship | Amount<br>for 2027-28 | Check box if<br>scholarship funds<br>will not be sent until<br>spring semester |
|---------------------|-----------------------|--------------------------------------------------------------------------------|
| _____               | \$ _____              | <input type="checkbox"/>                                                       |
| _____               | \$ _____              | <input type="checkbox"/>                                                       |
| _____               | \$ _____              | <input type="checkbox"/>                                                       |
| _____               | \$ _____              | <input type="checkbox"/>                                                       |
| _____               | \$ _____              | <input type="checkbox"/>                                                       |
| _____               | \$ _____              | <input type="checkbox"/>                                                       |
| _____               | \$ _____              | <input type="checkbox"/>                                                       |
| _____               | \$ _____              | <input type="checkbox"/>                                                       |
| _____               | \$ _____              | <input type="checkbox"/>                                                       |
| _____               | \$ _____              | <input type="checkbox"/>                                                       |

All external scholarship checks should be submitted to the Concordia College Financial Aid Office.

Financial Aid Office  
Concordia College  
901 8th St. S.  
Moorhead, MN 56562  
Phone: 218.299.3010  
Fax: 218.299.3025



## 2027-28 CONCORDIA CONGREGATIONAL SCHOLARSHIP NOTIFICATION

A Partnership Between Concordia College and Congregations

\_\_\_\_\_ of \_\_\_\_\_  
Name of Congregation City, State

is pleased to announce that Congregational Scholarships worth \$ \_\_\_\_\_ will be awarded to **each** of the following students:

| Name (Last, First, Middle) | Concordia I.D. | Hometown |
|----------------------------|----------------|----------|
| _____                      | _____          | _____    |
| _____                      | _____          | _____    |
| _____                      | _____          | _____    |
| _____                      | _____          | _____    |

It is important to designate the scholarships for either the full year or second semester. Concordia encourages a full-year designation, if possible. Check one: ☐ full year ☐ second semester

The sponsoring congregation understands:

- That Concordia College will match the scholarship up to \$500 for any full-time student.
- **This form must be returned by Aug. 15, 2027.** Notifications postmarked after Aug. 15, 2027, **will not be** matched by Concordia.
- If deadlines are missed, the congregation may consider awarding the scholarship for the 2028-29 academic year.

Please include a copy of the notification with the scholarship check, and send no later than Nov. 1, 2027, for a full-year scholarship or Jan. 5, 2028, for a spring-only scholarship.

MAIL TO: CONCORDIA COLLEGE  
CONGREGATIONAL SCHOLARSHIP PROGRAM  
FINANCIAL AID OFFICE  
901 8TH ST S  
MOORHEAD, MN 56562

OR EMAIL TO:  
FINAID@CORD.EDU

It is not acceptable for parents or other relatives to contribute to the Concordia Congregational Matching Scholarship and to designate their relatives as the recipient. This is a violation of tax law that can jeopardize nonprofit status for both Concordia and the church. Concordia reserves the right to refuse matching funds if the program is used improperly. **Funds cannot be remitted as money orders. Checks MUST BE DRAWN on the congregation (or related congregational) checking account.**

|                                                                                    |                                        |
|------------------------------------------------------------------------------------|----------------------------------------|
| _____<br>Signature of Congregational Representative Administering This Scholarship | ( _____ ) _____<br>Area Code Telephone |
| _____<br>Print Name                                                                | _____<br>Church Name And Address       |
| _____<br>Church Email (Required)                                                   | _____<br>Date                          |

For more information, call 218.299.3010.