**Departmental Scholarship Disbursement Authorization Form: Grant Funded**
Summer 2, 2026 to Summer 1, 2027
Student Financial Aid – Western Michigan University

Student Financial Aid

Submission of this form by the department contact listed serves as verification that you have read and understand the Western Michigan University Undergraduate Scholarship Awarding Policy, located at https://wmich.edu/finaid/financial-literacy/resources/faculty-staff#undergrad-scholarship-guide and that all students receiving a scholarship meet all specified criteria. When complete, please email as a PDF to finaid-scholarship@wmich.edu.

| | |
|---|---|
| Scholarship Name | |
| Fund Code | |
| Scholarship Account Fund ID | |
| Department Cost Center | |
| Account | |
| Grant Authorization by | |

Please note, grant funded awards (funds 25-30) must be authorized by Grants and Contracts prior to sending to Financial Aid.

| Student Name | WIN | Sum 2 2026 | Fall 2026 | Spring 2027 | Sum 1 2027 | Date sent to Fin. Aid | Comments |
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Please fill in award amounts for the appropriate semester or session for each student.

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| Name of Department contact submitting award | |
| Date | |
| Department name and phone | |