

School Year: \_\_\_\_\_

# STUDENT GRANT APPLICATION



**TULSA TECH**  
EDUCATION FOUNDATION

\_\_\_\_\_

Counselor Signature

Date

full time student with  
4 weeks of attendance

Application  
complete

Essay

Grades &  
Attendance Reports

**Return Completed Application to:**

**Tulsa Tech Education Foundation**

Email Application (preferred) to: [applications@ttof.net](mailto:applications@ttof.net)

**Purpose:** The purpose of the Tulsa Tech Education Foundation (TTEF) is to provide funds needed by students to pursue specific career and technical training programs at TTC.

TTEF has a limited number of financial aid grants which are awarded based on merit, need and availability of funds. Awards are made at the discretion of TTEF. The TTEF does not make loans to students. The TTEF does not discriminate because of race, color, national origin, age, sex, or handicap. Grants are awarded to current TTC students only.

**Categories for Financial Aid:** Awards are for an unmet need for necessary school expenses, defined as Tuition, Books, Uniforms, Test Fees, Equipment, Supplies, Tools, and Competition Expenses. A student may receive more than one grant per year if the aggregate total does not exceed **\$350** unless a greater amount is permitted for selected programs. See your Counselor to verify if you qualify for additional funds. Competition Expenses are limited to those defined by TTC policy and are not included in the limit of aid described above. A student may receive \$25 per day up to a maximum of \$100.

**Payment Disbursement:** Checks for tuition and for selected certification test fees will be issued to Tulsa Tech for credit to the student's account. Checks for all other need will be issued to the student or designated vendor. **Checks will be valid for 60 days.**

**Applications:** Grant applications will be accepted from eligible students at any time during the calendar year. Application will be reviewed and processed by the TTEF Scholarship Committee as expeditiously as possible.

#### **To be considered for a TTEF Grant you must:**

1. **Complete the grant application in full.** *[emailed applications are preferred]*
2. Include a letter of recommendation from a Counselor or Instructor.
3. Include a one-page essay describing your career goals and why this scholarship is important to you.
4. Include grades and attendance report from the Registrar. *[at least 4 weeks of attendance required]*
5. Explain your need clearly and submit documentation of costs. *[invoice; tuition due; instructor's handout with fees; page from catalog; etc.]*
6. Indicate if you are receiving or will receive other financial aid on the application

**INCOMPLETE APPLICATIONS WILL NOT BE PROCESSED**

# Tulsa Tech Education Foundation

Name: \_\_\_\_\_ Student ID# \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Contact Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Program: \_\_\_\_\_

Campus: \_\_\_\_\_

Instructor: \_\_\_\_\_ Phone: \_\_\_\_\_

Counselor: \_\_\_\_\_ Phone: \_\_\_\_\_

High School: \_\_\_\_\_ H.S. Graduation Date: \_\_\_\_\_

**I will only use these funds for the items applied for in this application.** I am applying for financial assistance in the amount of *(\$350 maximum per school year unless qualifying for additional amounts)*:

\_\_\_\_\_

Explain why you need financial assistance:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

What other source(s) have you investigated to fill the financial need?

\_\_\_\_\_

\_\_\_\_\_

**Check Payable to:** \_\_\_\_\_

**Address** \_\_\_\_\_

\_\_\_\_\_

Circle the type(s) of assistance you are currently receiving, *include* amounts:

PELL GRANT	\$ _____	CTSO/13 <sup>TH</sup> YEAR WAIVER	\$ _____
AFDC/TAN	\$ _____	TTC FINANCIAL ASST.	\$ _____
BIA	\$ _____	TUITION WAIVER	\$ _____
WIB	\$ _____	SOCIAL SECURITY	\$ _____
VA	\$ _____	VOCATIONAL REHAB	\$ _____
SCHOLARSHIP	\$ _____	OTHER (SPECIFY)	\$ _____

I give my permission for TTEF to share this information with the appropriate services in order to receive necessary assistance.

Signature of Applicant \_\_\_\_\_ Date \_\_\_\_\_

I hereby certify that the above statements are true to the best of my knowledge. I understand that false statements on this application are cause for loss of funding.

Signature of Applicant \_\_\_\_\_ Date \_\_\_\_\_

*NOTE: Be sure to attach your recommendation letter, essay, grades, attendance report and any invoices or expense receipts.*



**TULSA TECH**  
EDUCATION FOUNDATION

**NOTE:** This W-9 is to be completed for amounts exceeding \$600.00 as required by the IRS.

Form **W-9**  
(Rev. October 2018)  
Department of the Treasury  
Internal Revenue Service

**Request for Taxpayer  
Identification Number and Certification**

**Give Form to the  
requester. Do not  
send to the IRS.**

► Go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9) for instructions and the latest information.

Print or type. See Specific Instructions on page 3.	1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.	
	2 Business name/disregarded entity name, if different from above	
	3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.  <input type="checkbox"/> Individual/sole proprietor or single-member LLC <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ► _____ <small>Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.</small> <input type="checkbox"/> Other (see instructions) ► _____	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):  Exempt payee code (if any) _____  Exemption from FATCA reporting code (if any) _____ <small>(Applies to accounts maintained outside the U.S.)</small>
	5 Address (number, street, and apt. or suite no.) See instructions.	Requester's name and address (optional)
6 City, state, and ZIP code		
7 List account number(s) here (optional)		

**Part I Taxpayer Identification Number (TIN)**

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

**Note:** If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

<b>Social security number</b>	
<b>OR</b>	
<b>Employer identification number</b>	

**Part II Certification**

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

**Certification instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

<b>Sign Here</b>	Signature of U.S. person ►	Date ►
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**General Instructions**

Section references are to the Internal Revenue Code unless otherwise noted.

**Future developments.** For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9).

**Purpose of Form**

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See *What is backup withholding*, later.