

# Higher Education Checklist of Required Documentation

## Higher Education Applicant Qualifications (used to qualify applicants)

- enrolled or planning to enroll in an undergraduate program of study leading to a bachelor's degree at an accredited community college, college or university

### OR

- enrolled or planning to enroll in an accredited technical or trade school program, which results in a certificate or diploma (cannot currently hold a bachelor's degree)

### AND

- dependent of a service member – **Military ID** *current* must provide front and back (must show service member as sponsor), *preferred*;
- OR* State-Issued **Birth Certificate** (must list service member as parent);
- AND/Possible* State-Issued Marriage Certificate (if step-child);
- AND/Possible* legal adoption papers (if adopted child);
- AND/Possible* legal documentation to support guardianship (if legal ward);
- dependent of a service member must be 24 years of age or younger (as of March 31<sup>st</sup> of the application year) who is unmarried (never been married) – must provide front and back of your *current* **Military ID** (must show service member as sponsor)

### OR

- spouse of a service member – **Military ID** *current* must provide front and back (must show service member as sponsor);
- spouse of a service member has no age limitations when applying, but cannot be re-married using a former spouse's military service documents - must provide front and back of your *current* **Military ID** (must show service member as sponsor)

## Higher Education Service Member Qualifications (used to qualify applicants)

- DD214/DD1300** - *most current/final* used to verify SM name, branch, rank, years of service, decorations, and character of service; guard or reserves may not reflect most current service (additional upload bar in application may be used for service member's military ID to verify current rank)
  - Classification must be one of the following:
    - KIA – must provide DD1300
    - KILD (includes suicide) – must provide DD1300
    - Deceased with a VA disability rating-post separation (includes accident, illness or suicide) – must provide service member's final VA Benefit Summary Letter **AND** DD214
    - Loss of Limb – must provide service member's *current year* VA Benefit Summary Letter (**10% or higher**) **AND** DD214 **AND** medical proof of limb amputation (hand, arm, foot or leg)
    - Disabled with a VA disability rating (10% or higher) – must provide service member's *current year* VA Benefit Summary Letter **AND** DD214
    - Active Duty (MUST have a PURPLE HEART) – must provide service member's current duty orders **AND** Purple Heart documentation
- VA Benefit Summary Letter** - *current year* (click here to go to [ebenefits.va.gov](http://ebenefits.va.gov) to obtain your current copy); must include the service member's combined service-connected evaluation of at least **10% or higher** (we do not use the compensation rating) - used to determine service member's combined service-connected rating (even if

other documentation has been accepted in the past, this is the only document that will be accepted moving forward).

### Higher Education Institution Qualifications (used to qualify applicants)

- Valid school name and address (FoH understands this information may change by fall/check-in 1)
- Valid school phone number, email and website (used to vet the institution)

Terms of Use: If offered, the Folds of Honor scholarship must be accepted and additional information provided by a set deadline each year. The restricted scholarship must be used for approved educational purposes such as tuition, *most* fees, on-campus dorms (must be billed through the Bursar), on-campus meal plans, or textbooks required by a class syllabus. Funds will be sent to an approved/accredited educational institution and will not be sent to an individual (student or otherwise). Any unused/refundable funds are to be returned to Tulsa Community Foundation on Folds of Honor's behalf.

Folds of Honor, with approval from the Board of Directors, reserves the right to change, cancel, or amend this policy as it deems necessary for the benefit of all awardees.