



Liberty High School Scholarship Committee

850 Second Street, Brentwood, CA 94513

Telephone (925) 634-3521

◆ SCHOLARSHIP PAYMENT REQUEST FORM ◆

Scholarship:		Date:	
Student:		Telephone:	
College/School Enrolled:			
College/School Street Address:			
	City:	State:	Zip:
Personal Email:			
College ID #:		Year of LHS Graduation:	

STUDENT: Please attach proof of registration from the college where you're enrolled by submitting a copy of your class schedule, which must show a minimum of 12 (full time) units/credits; or a copy of a receipt showing tuition or housing fees paid.

***Scholarship payments will be sent DIRECTLY to your college, university, trade, or technical school's Financial Aid Office. Payments will NOT be sent to the student.**

Please write a Thank-You letter to the organization or individual who is sponsoring your scholarship. One has been provided for you in your envelope with your scholarship's name. **Your payment request will NOT be processed until you submit your thank you letter to the College & Career Center (Room A104).** Once your letter has been received, Ms. Domantay will mail it out to the individual donor.

Student Signature

Scholarships in the amount of \$1000 or less will ordinarily be paid in a one lump sum to your college or university Financial Aid Office (dependent on donor stipulations). Scholarships larger than \$1000 will be paid in two or more equal payments. One payment will be made now. **It is your responsibility to file a new request for each remaining payment.** Additional payments can be requested at the beginning of each new quarter or semester, dependent on donor stipulations.

Your scholarship must be **initiated** by May 1st of the following year. If not **initiated** within the allotted time, the scholarship will be forfeited. For questions, please feel free to contact the College & Career Center.

***Scholarship payments will not be processed between June 9th – August 1st.**

Ms. Domantay
College & Career Coordinator
(925) 634-3521, Ext. 5217
domantayg@luhsd.net

*updated 3/2026