

Matching Dollar Scholarship Program — Frequently Asked Questions

What type of student lists does WAA provide and where do they come from?

Continuing Student Lists. WAA submits a request to the Registrar's office to obtain a list of continuing students. It generally takes about two weeks to fulfill the request.

Accepted Student Lists. WAA has access to the admitted student database; however, we wait until the Admissions Office has finished processing application forms before pulling any lists. It generally takes two to four weeks after the application deadline for Admissions staff to complete this processing. WAA pulls the lists then sorts and separates it into individual chapter lists (it comes over as one big file). WAA will send lists of these students in early April.

Enrolled Student Lists. After May 1 (or whatever that year's deposit deadline is), WAA can pull a list of students who have paid their \$50 deposit.

Why doesn't a local student show up on my list? One reason may be that a student has put a privacy hold on their record requesting that they be contacted only for official UW business. Also, student lists are pulled based on address. So if a student listed his or her Madison address, or is using the address of a parent who resides in Wisconsin, that student will not appear on your list. We've also encountered situations where a media story may indicate that a student is going to the University of Wisconsin only to discover that the student is in fact attending a UW System school (e.g., UW-La Crosse).

Why don't we have direct access to our scholarship account? With the turnover in volunteers and the confusion caused by the delay in withdrawing scholarship funds, WAA has limited individual access to scholarship accounts. Scholarship account balances will be sent to chapters when transmittal forms and student lists are distributed.

When is scholarship money withdrawn from the chapter account?

The UW Foundation withdraws scholarship funds from chapter accounts in August the year following the scholarship award (i.e., scholarships for 2007–2008 are withdrawn from chapter accounts in August 2008).

How are donor checks processed? When chapter checks come in to WAA (made out to the UW Foundation) we complete a deposit form, make copies for our files, and send the form and checks to the UWF Lockbox in Milwaukee. It generally takes two to five days for checks to appear in a chapter's account.

Once recipients are selected, how are scholarships processed? Chapters must complete a Scholarship Transmittal Form that includes each recipient's name, address, e-mail, student ID number (all students who have applied to UW have a student ID — do not use social security numbers), date of birth and scholarship amount awarded.

Once WAA receives a transmittal form, we enter it into a spreadsheet and send the information to the Office of Student Financial Services, which processes the forms and applies the student scholarships to tuition statements. Transmittal forms received after the July 1 deadline may not be processed in time to award money for first semester.