

## Starting Your Named Annual Award

Now that you have decided to fund an annual award, please consider some of the following criteria to ensure that your award best reflects your wishes.

### Criteria Checklist

- Specific major(s) or school(s) \_\_\_\_\_
- Class year(s)
  - Freshman
  - Sophomore
  - Junior
  - Senior
  - Graduate Student
- Minimum cumulative GPA \_\_\_\_\_
- Extra-curricular activity
  - sport \_\_\_\_\_
  - study abroad
  - community/volunteer service
  - student leadership
  - other \_\_\_\_\_
- Other Considerations:
  - academic merit
  - financial need
  - renewable
  - nontraditional student
  - can be given to more than one student (*minimum annual gift \$1,000*)
  - other \_\_\_\_\_

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Annual award recipients will be chosen by the President or his/her designee (usually a department chair or other appropriate faculty or staff member).

Donor name(s): \_\_\_\_\_

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

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

Name of annual award: \_\_\_\_\_

Amount of annual award (*min. \$500*): \_\_\_\_\_ Pledge Period (*min. 4 years*): \_\_\_\_\_

Provide a short description of the person or organization for whom the award is named to be included in the "Those We Honor" section of the *Honors & Awards Convocation Booklet* and to be provided to the student award recipient.

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Donor Signature: \_\_\_\_\_ Date: \_\_\_\_\_

*If you choose to make your first gift payment today, please make checks payable to Millersville University. Please note that all named annual award criteria is subject to final approval by the Development Office. Donors will be notified if there are any issues with your criteria.*

Please return this completed form to the Development Office, Millersville University, PO Box 1002, Millersville, PA 17551, fax to (717) 871-7899, or email to [givetomu@millersville.edu](mailto:givetomu@millersville.edu).

***Thank you in advance for considering an annual award to benefit Millersville students!***