



**CHECKLIST FOR PARTICIPATING UNIVERSITY OF CALIFORNIA CAMPUS**

**STUDENT INFORMATION**

Name:

Student ID:

Year 1    Year 2

**UC REPRESENTATIVE CHECKLIST**

Signed and returned Signature Page/Participation Agreement adhering to Baskin Foundation guidelines

Completed and submitted UC Information Submission Form to the Baskin Foundation

Confirmed with student that an enrollment verification letter was sent to the Baskin Foundation

Received signed Information Release Form from student and sent to Baskin Foundation (Please note that this form also requires a signature from a UC representative)

Received a signed Eligibility Verification Form with the scholarship check (This form is required before funds may be processed)

<input type="checkbox"/> Received payment from Foundation:  <input type="checkbox"/> Installment 1 <input type="checkbox"/> Installment 2	<input type="checkbox"/> Returned Check Submission Form to Foundation:  <input type="checkbox"/> Installment 1 <input type="checkbox"/> Installment 2
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Received a Quarter/Semester Update from student:

<input type="checkbox"/> Fall	<input type="checkbox"/> Winter <input type="checkbox"/> N/A, semester system	<input type="checkbox"/> Spring
<input type="checkbox"/> Signed by UC representative	<input type="checkbox"/> Signed by UC representative <input type="checkbox"/> N/A, semester system	<input type="checkbox"/> Signed by UC representative

Other \_\_\_\_\_