



Your Promise Scholarship Checklist

- Completed New Applicant Promise Scholarship Form OR Renewal Application if returning from college.
- High School Community Service Hours (40 required) **Due along with application; RETURNING student volunteer hours due AUGUST 31, 2025**
- Acceptance Letter from College/University: Required of New Applicants
- Proof of Homestead Exemption for Current Year Or Rental Residency: Required of New and Returning students
- FAFSA – Confirmation of Filing for Current Year: Required of NEW and RETURNING students
- Obtain High School Transcripts from HS registrar at your high school: College transcripts are due when spring semester grades are released.

All checklist items are due by June 6, 2025, for graduating seniors.

College student volunteer hours are due August 31, 2025

Return all forms to:

Kila Ward
Director of Education and Workforce Development
Office of the Mayor
100 E. Michigan Blvd.
Michigan City, IN 46360
219.873.1427 ext. 2018
kward@emichigancity.com