

# The UNIVERSITY of OKLAHOMA

## Research Financial Services

### 3rd Party Scholarship Form

Please attach a copy of the recipient's most recent e-statement

**This form is to be used to pay for Qualified Education Expenses ONLY.**

#### Qualified Education Expenses

1. Tuition and fees required to enroll or attend eligible institution
2. Course-related expenses, such as fees, books, supplies and equipment required for a course. These must be required of all students enrolled in the course.

Any prize or award paid to a student that is not given specifically to aid in paying for the student's education (example, giving them cash to use at their discretion) should be processed through PeopleSoft.

Student ID (No SS#)      Last Name      First Name      Date

Total Amount to be Paid      Semester to be Distributed

Org      Fund      Function      Entity      Project      Source      Purpose      GL Account

Prepared By      Phone Number

Principal Investigator (PI) or Alternate      PI or Alternate Signature

**Please scan form and e-statement to:**  
your Research Financial Services Coordinator  
or ReFSinfo@ou.edu

#### For internal use only

ReFS - Please refer to 3rd Party Scholarship Routing Document for examples.

#### check one of the following

Grant states it will pay for certain educational expenses.

**Email to Bursar**

Grant states it will pay for any educational expense (non-specific)

**Email to Scholarship Office**

Cost transfer completed:

ReFS Coordinator

ReFS Senior Staff Accountant

Bursar's Office Signature

Scholarship's Office Signature

Research Financial Services, 5 Partners Place, Suite 3100